

eContentplus

[Europeana v1.0]

Description of Work

Proposal abstract

This proposal is for the successor network to the EDLnet thematic network which created the EDL Foundation and the Europeana prototype. Following the launch of the user designed and driven prototype of Europeana the EDL Foundation wishes to use Europeana v1.0 to develop an operational service and solve key operational issues related to the implementation and functioning of the European Digital Library [Europeana]. Stakeholders, including the general public when an operational service is offered, will be involved in Europeana and informed how they can contribute and access content. The work of Europeana v1.0 will include the development and implementation of all the necessary processes to create and run such an operation and a full scale business development operation to ensure a steady stream of content is made available. Additionally a massive marketing effort to end users will be executed to ensure take up and continuous involvement of end users in order to achieve sustainability of such a service. Among the tools to enlarge user involvement will be the development of generic (web)services that allow others to re-use and re-purpose the data. Key infrastructure components and value-added services will be implemented by the EuropeanaConnect BPN. Content will come from existing sources such as The European Library and from the linked EuropeanaTravel, EuropeanaMovie and Diamond proposals, as well the results of current eContentPlus projects: Athena, EFG and EDLocal.

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1. **Rationale and Objectives**

1.3 **Description of the issue and proposed solution**

[This section should provide an analysis of the specific problems that are going to be addressed by the project and show how they relate to the overall objectives of the eContentplus programme. It should describe the current situation in the relevant area(s), including any new or unexploited opportunities that the project will benefit from.

It should provide a concise and precise description of the proposed solutions, explaining how the proposed approach will address the identified problems and comparing it to competing approaches, if relevant.

It should also explain how the approach proposed complies with the objectives of the 2007 eContentplus work programme for the specific target area and action.]

A Thematic Network for co-coordinating and supporting the European Digital Library

Objectives:

As envisaged by the eContentplus 2008 call for proposals, the proposed Europeana v1.0 network will solve key operational issues related to the implementation and functioning of Europeana [the European Digital Library]. Furthermore, stakeholders, including users, will continue to be involved in creation of the operational Europeana and informed how they can contribute and access content in building and maintaining the operational service.

In the eContentplus 2008 Work Programme we can find the following description of the rationale for creating this network [pages 9 and 10]:

"DIGITAL LIBRARIES

For the purpose of this work programme digital libraries are organised collections of digital content made available to the public by cultural and scientific institutions (libraries, archives and museums) and private content holders (e.g. publishers) in the EU Member States or other countries participating in the programme. They can consist of all kinds of "physical" material that has been digitised (books, audiovisual material, photographs, documents in archives etc) and material originally produced in digital format.

This material going digital and moving into the online environment will allow Europe to be present in the cultural and creative industries of the 21st century. It will enable the development of new value-added services for research, learning and leisure. Above all, it will allow citizens to access this rich collective European heritage at the click of a mouse.

To stimulate and support this, digital libraries was made one of the flagships of the i2010 initiative. It presents the European strategy for digitisation, online accessibility and digital preservation, with a focus on cultural heritage, as well as for improving access to scientific publications and data.

As part of this, in August 2006 the European Commission issued a Recommendation on digital libraries issues to Member States, which has led to Conclusions of the Culture Council in November 2006. The Council endorsed the vision of a European Digital Library as a common multilingual access point to Europe's distributed digital cultural heritage and which is expected to make available online at least six million books, documents and other cultural works by 2010.

*The programme eContentplus already funds a number of projects in support of the European Digital Library initiative. Among them **the network EDLnet**, which brings together stakeholders from 25 EU Member States **is at the core of the development of the European Digital Library**. The network already includes a large number of individual libraries, archives and museums, umbrella organisations and key-members of projects such as TEL and Michael funded by other EC programmes.*

*The partnership between cultural heritage institutions contributing to the creation of the European Digital Library is expected to be formalised before the end of 2007 through the creation of **a legal entity** which will be responsible for the operation of the European Digital Library."*

This Europeana v1.0 proposal is for the successor network to the EDLnet thematic network which created the EDL Foundation and the Europeana prototype. Following the launch of the prototype of Europeana the EDL Foundation wishes to continue, with additional funding from the EU, to develop an operational service. This will include the development and implementation of all the necessary back end processes to run such an operation and a full scale business development operation to ensure a steady stream of content is made available. Additionally a massive marketing effort to end users will be executed to ensure take up and continuous involvement of end users in order to achieve and sustain such a service. This will also include the development of generic services that allows others to re use and re purpose the data. Front end services will be developed by the EuropeanaConnect BPN. Content will come from existing sources such as The European Library and from the linked EuropeanaTravel, EuropeanaMovie and Diamond proposals and from other sources associated with the new network.

The proposer's intention is to develop Europeana into an operational service through the thematic network Europeana v1.0 proposed here. This thematic network will build on the work of EDLnet. It will put into practice the decisions on how to attract and maintain content into the service. It will build the back end systems needed to manage the delivery and access of this content. It will manage the channels to enabling other environments to use the content made interoperable by Europeana, via web services or API's, it will deploy the most usable levels of multilingual search and retrieval. It will market the service to end users and provide tools to involve them actively. In short it will turn the prototype of November 2008 into an operational service.

The work on Europeana under EDLnet has highlighted some areas where further work and development are needed. In being responsible for the operational site and implementation of Europeana v1.0 according to the functional specification, created under EDLnet, it will not be possible, with the in-house team, to also do the additional technical implementation work needed to create the site the user wants. This work sits in Europeana Connect and is necessarily outside the remit of the thematic network. The proposal EuropeanaConnect for a Best Practice Network is to be submitted to undertake the specific technical implementation work, to increase the amount of content that can be accessed interoperably in Europeana. This thematic network proposal and the EuropeanaConnect Best Practice Network will complement and work very closely with each other. Neither is truly viable without the other.

The Europeana v1.0 thematic network will involve the people, organisations and networks which built EDLnet, Europeana and the EDL Foundation. It is proposed by the EDL Foundation, the **legal entity** referred to in the above quotation from the workprogramme, which was formed to be responsible for the operation of the European Digital Library [Europeana]. Whilst EDLnet has achieved a great deal in its short life, there is much to do to create a useable and sustainable large scale European Digital Library.

Europeana is the name both of the thematic network originally known as EDLnet and of the prototype for a public European Digital Library service.

The areas which this Thematic Network proposal will address that are not part of the proposed, equally vital, Europeana Best Practice Network, EuropeanaConnect are as follows:

1. Continued and proactive involvement of partners
2. Participation of new partners, particularly from publishing in the arts and humanities
3. Creation of license and partnership agreements
4. Rights management and IPR integration into Europeana the operational service
5. Management of partner content and continuous access to that content
6. Technical building of the service – functional specification implementation
7. Hardware, storage and bandwidth connected with running the service
8. Service agreements with bodies involved in running the service
9. Implementation of new plug ins and technologies
10. Implementation of new data and object models
11. Promotion of standards and data models
12. Marketing to end users
13. Distribution to other channels for mash ups and re use
14. Policy development
15. Fund raising

1.2 Expected results

[This section should list and give a concise description of the expected results of the project proposed. The results should be specific, measurable, attainable with the available resources and realistic within the time span of the project.]

The Workprogramme is expecting the following results from this thematic network:

“Key operational issues related to the implementation and functioning of the European Digital Library are solved. Stakeholders, including the general public, are informed about the European Digital Library, how they can contribute and access content.”

The main result of Europeana v1.0 will be a first release of Europeana in month 18, followed by 3 further releases. The other activities of the network are to prepare for this, market the result and ensure sustainability.

For general support and development of European v1.0 an extensive and appropriate partner network will be needed. It will be called the Thematic Network Partner Group. Mainly but not exclusively its members will act as content providers. It will be a cascade network including associations or national level organisations or organisations or projects capable of having a multiplier effect. Initially many of the 100 partners from EDLnet will transfer. A2 forms are completed for 84 partners as listed in the participants list, of which 30 have been submitted at this stage. We expect this network to grow further, as strong partners from publishing and from the museums and archives domains are attracted into membership. A category of membership called associate membership will be created for non-EU organisations or other organisations wishing to show their support but ineligible for EU funding. By the end of year one the network will have at least 140 members. The aim is, however, to create a network of aggregators, so upon launch of an operational service, it is hoped to have around 400 institutions contributing via aggregator services such as national portals or the planned Archives portal or The European Library.

The main issues that the network will aim to solve are as follows:

- Maintaining and extending a powerful alliance of stakeholders
- Creation of an operational Europeana service
- Marketing the service to end users
- Finding a viable organisational solution
- Policy development
- Creating a sustainable funding model.

Issues involved in the creation of an operational Europeana service which Europeana v1.0 will address are as follows:

- Creation of license and partnership agreements
- Distribution to other channels for mash ups and re use
- Rights management and IPR
- Management of partner content and continuous access to that content
- Technical building of the service – functional specification implementation
- Hardware, storage and bandwidth connected with running the service
- Service agreements with bodies involved in running the service
- Implementation of new plug ins and technologies
- Implementation of new data and object models
- Implementation and maintenance of a Glossary of projects and terms related to Europeana
- Promotion of standards and data models

1.3 List of participants

List of Participants						
Parti c. No ¹	Participant name	Participant Short Name	Country	Role in the project ²	Date enter project	Date exit project
1	Stichting European Digital Library	Stichting EDL	NL	CO	M1	M36
2	Deutsche Nationalbibliothek	DNB	DE	AP	M1	M36
3	Association des Cinémathèques Européennes	ACE	DE	AP	M1	M36
4	Direcção-Geral de Arquivos	DGARQ	PT	AP	M1	M36
5	Bibliotheksservice-Zentrum Baden-Württemberg	BSZ	DE	AP	M1	M36
6	Natural History Museum	NHM	UK	AP	M1	M36
7	Stichting Nederlands Instituut voor Beeld en Geluid	Sound and Vision (Video Active)	NL	AP	M1	M36
8	The British Library	BL	UK	AP	M1	M36
9	Koninklijke Bibliotheek	KB	NL	AP	M1	M36
10	Institut National de l'Audiovisuel	INA	FR	AP	M1	M36
11	National Library of Sweden	NL Sweden	SE	AP	M1	M36
12	Conference of European National Librarians	CENL	DE	AP	M1	M36
13	Katholieke Universiteit Leuven	K.U.Leuven	BE	AP	M1	M36
14	International Association of Sound and Audiovisual Archives	IASA	SE	AP	M1	M36

¹ Participant number 1 is the Coordinator. The remaining participants are beneficiaries.

² The main operational role that the participant plays in the proposed project. For example: content provider, technology provider, pedagogical expert, standardisation body, evaluation, dissemination etc.

15	Nationaal Archief	NANETH	NL	AP	M1	M36
16	Riksarkivet	RA	SE	AP	M1	M36
17	Bibliothèque nationale de France	BnF	FR	AP	M1	M36
18	Norwegian Archive, Library and Museum Authority	ABM-utvikling	NO	AP	M1	M36
19	Fundación Biblioteca Virtual Miguel de Cervantes	FBVMC	ES	AP	M1	M36
20	CIMEC - Institute for Cultural Memory	CIMEC	RO	AP	M1	M36
21	Rundfunk Berlin-Brandenburg	RBB (DISMARC)	DE	AP	M1	M36
22	Veria Central Public Library	VERIA	GR	AP	M1	M36
23	Eesti Rahvusraamatukogu	RR	EE	AP	M1	M36
24	Royal Library of Belgium	KBR	BE	AP	M1	M36
25	Instituto Superior Técnico	IST (DIGMAP)	PT	AP	M1	M36
26	Luleå University of Technology	LTU (KMM Project)	SE	AP	M1	M36
27	Ministry of Education and Culture, Kypriaki Vivliothiki	KV	CY	AP	M1	M36
28	Nasjonalbiblioteket, National Library of Norway	NLN	NO	AP	M1	M36
29	Slovenská národná knižnica	SNK	SK	AP	M1	M36
30	EREMO s.r.l.	EREMO	IT	AP	M1	M36
31	Stichting Digitaal Erfgoed Nederland	DEN	NL	AP	M1	M36
32	National Library of Latvia	NLL	LV	AP	M1	M36
33	Narodna in univerzitetna knjižnica	NUK	SL	AP	M1	M36
34	NAPLE - National Authorities on Public Libraries in Europe	NAPLE	DK	AP	M1	M36
35	Heriot-Watt University	HWU	UK	AP	M1	M36

36	Vilniaus universitetas	VUFC	LT	AP	M1	M36
37	Statsbiblioteket	SB	DK	AP	M1	M36
38	Biblioteca de Catalunya	BA	ES	AP	M1	M36
39	Stichting Nederland Kennisland	Knowledge and	NL	AP	M1	M36
40	Consiglio Nazionale Delle Ricerche	CNR MultiMatch	IT	AP	M1	M36
41	Landsbókasafn Íslands – Háskólabókasafn /National and University Library of Iceland	LBS-HBS	IS	AP	M1	M36
42	Gesellschaft Sozialwissenschaftlicher Infrastruktureinrichtungen e.V.	GESIS	DE	AP	M1	M36
43	National Library of Sweden, ABM-centrum	ABM Sweden	SE	AP	M1	M36
44	Danish Agency for Libraries and Media	DALM	DK	AP	M1	M36
45	Ligue des Bibliothèques Européennes de Recherche	LIBER	NL	AP	M1	M36
46	European Broadcasting Union	EBU	CH	AP	M1	M36
47	Vrije Universiteit, independent entity of “Vereniging voor christelijk hoger onderwijs, wetenschappelijk onderzoek en patiëntenzorg”	VUA	NL	AP	M1	M36
48	National Technical University of Athens	NTUA	GR	AP	M1	M36
49	National Széchényi Library	NSZL	HU	AP	M1	M36
50	Biblioteca Nacional de Portugal	BNP	PT	AP	M1	M36
51	Österreichische Nationalbibliothek	ONB	AT	AP	M1	M36
52	Landesarchiv Baden-Württemberg	LABW	DE	AP	M1	M36
53	Stichting Erfgoed Nederland	Erfgoed Nederland	NL	AP	M1	M36

54	Liechtensteinische Landesbibliothek	FLLB	LI	AP	M1	M36
55	Biblioteca Nacional de España	BNE	ES	AP	M1	M36
56	Regione Marche - Culture, Tourism and Commerce Unit	Regione Marche	IT	AP	M1	M36
57	National Library of Luxembourg	BnL	LU	AP	M1	M36
58	EBLIDA (European Bureau of Library, Information and Documentation Associations)	EBLIDA	NL	AP	M1	M36
59	International Institute of Social History	IISG	NL	AP	M1	M36
60	Consortium of European Research Libraries	CERL	UK	AP	M1	M36
61	Instituto Superior Técnico	IST	PT	AP	M1	M36
62	Národní knihovna České republiky	NKP	CZ	AP	M1	M36
63	Heritage Malta	Heritage Malta	MT	AP	M1	M36
64	Georg August Universitaet Goettingen Stiftung Offentlichen Rechts	UGOE (DRIVER)	DE	AP	M1	M36
65	Ministero per i Beni e le Attività Culturali	MIBAC (ATHENA)	IT	AP	M1	M36
66	MDR Partners	MDR (EDLocal)	UK	AP	M1	M36
67	Universitaet Bielefeld	UNIBI	DE	AP	M1	M36
68	National Library of Poland (Biblioteka Narodowa)	NLP	PL	AP	M1	M36
69	Universität Wien	UW	AT	AP	M1	M36
70	Angewandte Informationstechnik Forschungsgesellschaft mbH	AIT	AT	AP	M1	M36
71	National Library of Finland	NLF	FI	AP	M1	M36
73	Stiftung Preußischer Kulturbesitz	SPK	DE	AP	M1	M36
74	Università degli Studi di Padova - Dipartimento di	UNIPD	IT	AP	M1	M36

	Ingegneria dell'Informazione					
75	University College Cork	UCC	IE	AP	M1	M36
76	Museum of London	Museum of London	UK	AP	M1	M36
77	CELI s.r.l.	CELI	IT	AP	M1	M36
78	Humboldt-Universität zu Berlin / Institut für Bibliotheks- und Informationswissenschaft	HU Berlin	DE	AP	M1	M36
79	Museums, Libraries & Archives Council	MLA	UK	AP	M1	M36
80	Foundation for research and technology - Hellas	FORTH	GR	AP	M1	M36
81	National Archives of Finland	NA Finland	FI	AP	M1	M36
82	Stichting Het Rijksmuseum	None	NL	AP	M1	M36
83	Universitaet Basel	UNIBAS	CH	AP	M1	M36
84	XEROX SAS	XEROX	FR	AP	M1	M36

2. Contribution to programme objectives

[This section should describe why the proposed project should be carried out at European level instead of national level, for example if there is a need to create a critical mass in human or financial terms, if the project brings together complementary expertise existing in different organisations, i.e. the added value of the consortium.]

This proposal describes an intrinsically European undertaking which has been recognised as such by the Member States and the Parliament.

The added value of the consortium

The choice of proposer [The EDL Foundation] and of members of the network builds on the work of the EDLnet network [now called Europeana] which ends in June 2009. The more than 80 members of the current Europeana network plan to join the new network if it is funded. The members include museums, archives, libraries, audio-visual collections and related institutions, and represent all the countries of Europe. The EDL Foundation brings together many relevant and willing stakeholder associations. The new network will aim to significantly expand the partner network and encourage the formation of Aggregators with whom Europeana will work directly.

Programme objectives

The eContent^{plus} work programme for 2008 includes within the Digital Libraries chapter 5.5 a call for one “Thematic Network for co-coordinating and supporting the European Digital Library.” This proposal is a

specific response to this request. This proposal for a thematic network is also specifically linked to the EuropeanaConnect proposal for a best practice network in the same call, coordinated by the Austrian National Library. The linked proposal for a “Best Practice Network for the use and services of the European Digital Library” responds to chapter 5.2 of the call. EuropeanaConnect will deliver key components for Europeana and will provide a critical mass of audio (music) content. Europeana also has a direct interest in the content to be provided by EUscreen, a proposal under 5.1 of the call. The aim is to deduplicate effort across these networks to be able to deliver a coordinated result where Europeana is an operational service with strong content lines from the audio visual and sound archives. This adds to the work being done in the complementary projects of eContentPlus under the 2007 call of Athena, APENET, EDLocal, and EFG which aim to bring in digital and digitised content from Museums, Archives, Regional and Local institutions, and Film. The cluster also includes the targeted project EuropeanaTravel, EuropeanaMovie and Diamond in the current call.

The linked proposals together take forward one of the core objectives of the work programme, the development of the European Digital Library, now known as Europeana. Together, if selected, they will be at the heart of the work programme’s efforts in relation to Digital Libraries. In particular, EuropeanaConnect provides essential implementation work to be able to access particular content and make such content truly interoperable and usable to the user. The need to provide users with multilingual access in later releases of Europeana is being addressed by work in EuropeanaConnect to develop real, scaleable solutions to multilingual search and retrieval. Without EuropeanaConnect, Europeana v1.0 would not be viable.

This proposal meets the stated objective of chapter 5.5. of the work programme to:

“Develop and put in place operational solutions for the European Digital Library. Raise awareness among stakeholders about the European Digital Library.”

Furthermore, the proposal meets the Conditions laid down in the work programme in the following ways:

- It brings “together all the relevant stakeholders and expertise necessary to formulate solutions, achieve consensus and implement decisions for the European Digital Library on operational issues” and is “representative of the different types of cultural institutions”. It achieves these aims firstly by submitting the proposal on behalf of the EDL Foundation which achieves the necessary consensus and is representative of libraries, museums, archives, audio-visual archives and other stakeholders. It supplements this by bringing forward into the new network the more than 80 partners in Europeana. In addition, it will of course remain open to new partners and associate members and be proactive in seeking partners in under-represented sectors.
- It will provide facilities to ensure interoperability of solutions for access to digital content using the common user interface for Europeana
- It will establish and implement an updated dissemination strategy for Europeana targeted to all stakeholders, including the general public and educational institutions by enlarging the existing Europeana dissemination strategy.
- It will implement and intensify the Europeana awareness raising strategy specifically to all relevant cultural institutions (museums, archives and libraries) who may wish to join and to other key stakeholders and potential supporters including ministries and publishers.

3. European dimension

[This section should show how the issues addressed and the proposed way to tackle them have a European dimension, i.e. how they contribute significantly to the Community policies relevant for each target area referred to in the corresponding sections of this work programme.

If appropriate, this section should also describe how the proposed project will contribute to the implementation or evolution of other Community policies (including economic development and social objectives), or addresses problems connected with multilingualism and linguistic diversity.]

The Communication “i2010: DIGITAL LIBRARIES”

The econtentplus workprogramme is part of the Commission's policy announced in 2005, “*i2010 – A European Information Society for growth and employment*”. Like the work programme itself, this Europeana thematic network proposal supports and advances the i2010 digital libraries agenda, specifically in respect of cultural heritage. One of the main objectives of the Digital Libraries Initiative is to achieve 'the European Digital Library', which will give citizens direct access from their computer to cultural collections from all Member States. If funded, this proposal will play a key role in achieving that objective.

One of the actions announced by the Commission in the Digital Libraries communication was to “*catalyse and stimulate work of the national libraries*.” This led amongst other things to the Koninklijke Bibliotheek, National Library of the Netherlands proposing the EDLnet network [now called Europeana] on CENL's [Conference of European National Librarians] behalf. EDLnet provided the environment in which EDL Foundation was created and this proposal is a direct successor to all these activities. This proposal will build on Europeana which in turn built on The European Library (TEL) and other initiatives. The Europeana portal itself will provide a multilingual common access point to Europe's distributed digital cultural heritage.

Contribution to economic development and social objectives

The proposed Europeana network works with the grain of a number of strands of the i2010 initiative aiming at harnessing the power of Information and Communication Technologies (ICT) to provide a favourable environment for private investment, job creation and productivity growth in Europe, while modernising public services and giving everyone the opportunity to participate in the Information Society. Given the importance of ICT for today's economy, i2010 is a key element of the [Lisbon strategy](#) for growth and employment.

The proposed thematic network will of course raise the profile of digitisation and stimulate digitisation activity amongst its members. i2010: DIGITAL LIBRARIES recognises the potential *economic benefits* of digitisation. It states that “once digitised, Europe's cultural heritage can be a driver of networked traffic. It will be a rich source of raw material to be re-used for added-value services and products in sectors such as tourism and education. If properly preserved, the material can be used time and time again. Furthermore, digitisation efforts will have considerable spin-offs for firms developing new technologies.”

In society as a whole, libraries, museums and archives bring benefits to a broad range of people. Researchers, businesses, education, the general public all benefit from their services and collections. They create three-fold value; as a critical resource for European research; by underpinning business and enterprise through their contribution to knowledge transfer, creativity and innovation; and as cultural institutions with a vital role as holders of the national, regional or local memory. As promoters of cultural citizenship, their social impact is already immense, but the European Digital Library aims to comprehensively extend access to the riches of Europe's memory institutions to everyone with internet access. It will no longer be necessary to travel to the capital or even abroad to access key documents and cultural treasures and linguistic barriers will also be significantly reduced. It will also increase discovery of existing networked resources that would otherwise remain undiscovered.

The Communication from the Commission on the Digitisation and Online Accessibility of Cultural Material and Digital Preservation of 24th August 2006 makes the following additional point about the *economic value* of these activities:

“Beyond its fundamental cultural value, cultural material is an important resource for new added value services. The measures recommended will contribute to enhancing growth in related high value-added sectors such as tourism, education and media. High-quality digital content is a key driver for large scale industrial activities (hence the interest on the part of major search engines). Digitisation and digital preservation are knowledge-intensive activities that are likely to grow considerably in the coming years.”

4 Project work plan

4.1 Introduction and general description

[This section should provide a description of the work planned to achieve the objectives of the proposed project. The work plan must be broken down into work packages (WPs) which should follow the logical phases of the project's life cycle, and include (a) management of the project, (b) assessment of progress and results, and (c) project-level awareness and dissemination activities.

Overall methodology of the work programme

Given the scale of this operation and the necessity to actually achieve concrete results in the lifetime of the network, the work programme will be organised on Prince II guidelines, with work packages, work package leaders, milestones and deliverables. Each work package leader has specific responsibilities, supported by members of the EDL Foundation Office.

4.2 Work package overview

There are 6 work packages broken down into the following areas:

WP1 Developing the partner and user network.

WP2 Business Development

WP3 Further Specification of Functionality and Interoperability aspects of Europeana

WP4 Building Europeana

WP5 Marketing Europeana

WP6 Management and Reporting.

Work Package Contents

Workpackage 1 Developing the partner and user network

This work package has overall responsibility for business and organisational decisions for the network and takes these decisions as recommendations to the EDL Foundation Executive Group. It continues the work of EDLnet increasing the numbers and quality of the partner, stakeholder and end user networks. It will use these networks in all their forms [working groups, EDL Foundation membership, other relevant ECP and FP7 projects, user advisory board, focus and feedback groups etc.] to develop Europeana as an operational service from month 18 and to press ahead with its development from month 18 to month 36.

The work package works on consensus and buy in by the institutions and on creating an operational organisational structure. It deliberately includes users and usability within the work package to ensure that all decisions are in line with user demands and wishes, which will remain the lead for the vision.

Work package 2 Business Development

This work package carries out the decisions of WP1, the EDL Foundation and works closely with WP5 to market the network and the site. It is responsible for fund raising to find matching funds and sustainability solutions for Europeana. It will also encourage institutions to organise the delivery of their content through aggregators to ensure a longer term maintainable work flow.

Work package 3 Further Specification of Functionality and Interoperability aspects of Europeana

Continuing the work started under EDLnet this work package keeps up the networking and knowledge transfer about technology and interoperability of data. It will have a proactive engagement with the various

communities, including site visits and focused meetings either on a domain level (for technical and organizational issues) or with a geographic perspective (for organizational and policy issues). It will concentrate on the 3 main aspects of Interoperability: basic *semantic* interoperability, *objects and their surrogates* and *technical and architectural interoperability*

It will maintain a technology watch on new developments and standards in the wider world and make recommendations on if, when and how they should be deployed in Europeana. It is responsible for the functional specifications of version 1.0 and the subsequent releases and ensuring development stays in line with these requirements.

Work Package 4 Building Europeana

The functional specification agreed by WP3 and endorsed by WP1 will be built in this work package by a mixed team of in house developers and technicians and external experts from several academic institutions with strong experience in semantic development of cultural heritage data and the creation of data models. It will be managed by an experience technical project planner under the auspices of the General Project Manager. It will build all the back end work processes needed to run an operational business and ensure a robust, stable site hosted in a suitable facility. It aims to make 4 releases including the launch of v1.0, in the lifetime of the network. In these releases concentration will be on incorporating the work of EuropeanaConnect and creating the API's for Europeana to fulfil its ambition to give back enriched data to its providers.

Work Package 5 Marketing Europeana

This work package looks after two major aspects of marketing: encouraging the network and stakeholders to participate and deliver their content; marketing to end users the operational site. Thus it provides both marketing to stakeholders throughout the time of the project and, after the launch of the Europeana public service marketing it to end users. Marketing to the network consists of work such as ensuring attendance at plenary sessions, communicating progress and deepening representation through the networks. Post launch it continues to make partners and aggregators wish to send content. User marketing which takes place post launch will include many specialised techniques as described elsewhere including using search engine promotion and optimisation, online advertising and placing the site in the workflow of the user. Appropriate marketing tools will be employed for the various user groups that have been identified for Europeana, such as the general users, students and teachers, researchers and professionals from the cultural heritage sector.

Wherever appropriate, marketing activities will be undertaken in coordination with EuropeanaConnect, EuropeanaTravel, EuropeanaMovie and other projects in the Europeana cluster. Rather than risk creating confusion, the proposal is to combine much of the marketing of the Europeana v1.0 and EuropeanaConnect and other projects such as EuropeanaTravel and EuropeanaMovie under one umbrella. To help achieve this, WP5 will coordinate a small internal working group, Working Group 5, called the Europeana Cluster Dissemination Working Group focusing on dissemination collaboration between the various networks and projects under eContentPlus but most particularly with EuropeanaConnect and any of the other projects in which the EDL Foundation is a partner. Its role is to ensure good communication between these networks and to maximise opportunities for dissemination. Members of the Thematic Network Partners Group who are interested and able to help build the dissemination messages in their domains or countries may also be invited to contribute to the work of this group. The group will meet at intervals that ensure that it can contribute effectively to the planning of concertation events, press releases, newsletters, and the overall all plenary, conference, workshop and concertation plan in a coordinated and effective way.

Project-level awareness will be ensured in developing awareness of the stakeholders for the operational service and to contribute content for the first 18 months and then by real end user marketing upon launch of the operational service.

Work Package 6 Management and Reporting

Overall control of the network is undertaken in this work package, ensuring deadlines are kept and risks minimised. It is responsible for setting up the operational office and recruitment, managing the project and for reporting to the Commission. It leads the network as a whole for both scientific coordination in the shape of the business development director responsible for all delivery and administrative coordination. It will establish an operational office and recruit staff as needed including individuals responsible for technical development and production, for operational management of content, workflow, finance and reporting and for business development, editorial, marketing and PR. It will also ensure the technical and legal compliance of the consortium in its contract with the Commission; manage overall the finances of the project and maintain adequate records; ensure that the consortium is effectively managed and co-ordinated internally in order to optimise its performance, meet its objectives and produce its agreed deliverables; assure overall the quality of the work of the consortium and the fitness for purpose of its deliverables. WP6 also has a major task coordinating the results of the linked projects so that they may be integrated into subsequent releases of

Europeana. In being responsible for the operational site and implementation of Europeana v1.0 according to the functional specification, it will not be possible with the inhouse team to also do the development work needed to create the site the user wants. This development work sits in Europeana Connect. Here the additional services, the fundamentals for multilingual search and retrieval will be developed to be added into each release of Europeana after its launch as an operational service. This will need careful planning of resource within the EDL Foundation Office and to ensure integration of development elsewhere is timely. WP6 also undertakes the direction of the Cluster Steering Group which will consist of the Europeana v1.0 Network Management Board plus the coordinators of other projects in the Europeana cluster. Membership will depend partly on what is selected for funding. Its role is to keep personal communications channels open and to raise and solve issues relating to the timing and interaction of projects in the cluster. It will meet at 6 monthly intervals in months 1,7,13,19,25,31.

Subcontracting

To achieve the network aims and concrete results of Europeana v1.0 a variety of specialised help is required. This includes people and services. The most cost effective way of obtaining such specialised help is through subcontracts. The proposal is to subcontract the leadership of the 2 networking work packages, WP1 and WP3 and to buy in technical expertise for some of the cutting edge implementation that is required to make the portal operational. In addition specialised legal and online marketing expertise will be required and it is important to regularly evaluate the operational service with the users. Lastly provision has to be made to host the service so that constant, fast access is available 24/7.

At this stage a need for subcontracting is foreseen as follows:

Subcontract 1 WP1 Leaders 90200, 6 months M1-M36 –

Subcontract 2 WP3 Leader WP3 45,000, 3 months M1-M36

Subcontract 3 WP3 Leader WP3 52,500 3.5 months M1-M36

Subcontract 4 WP3 Logical Architect,40,134 euros 6 months M1-36

Subcontract 5 WP4 Developer 65,484 18 months –M6-M24

Subcontract 6 WP4 Developer 100,000 18 months M6-M24

Subcontract 7 WP4 Temporary Developers 180,000 – 12 months M1-M36

Subcontract 8 WP4 Semantic development, 200,000 – 36 months M1-M36

Subcontract 9 WP4 Technical Architect 40,000 – 3 months M1-36

Subcontract 10 WP5 Leader PR Comms Manager 100,000 29 months M1-36

Subcontract 11 Expert Interoperability Manager, 90,000 24 months M6-M30

Subcontract 12 WP4 Technical Architect 80,000 3 months – M6-M30

Subcontract 13 User research 40,000 euros M1, M20, M32

Subcontract 14 Online Marketing Company 300,000 M18-M36

Subcontract 15 Printing and Brochures 100,000 M1-M36

Subcontract 16 Web Hosting and Storage 500,000 euros M1-M36

Subcontract 17 Website Design – 25,000 euros M10-M34

Subcontract 18 Legal Help 30,000 euros M12-M30

Subcontract 19 WP4 – External Test company for v1.0 M18 50,000 euros, v1.2-v1.6 25,000 euros per release

Work Package and Labour Effort Overview								
WP No ¹	Work package title	Lead Applicant No ²	Start month ³	End month ⁴	Total Person months ⁵	Person months effort per workpackage per		
						AP ₁	AP _m	
1	Developing the partner and user network.	1	1	36	62	62		PM _{1m}
2	Business Development	1	1	36	223	223		
3	Further Specification of Functionality and Interoperability aspects of Europeana	1	1	36	41	41		
4	Building Europeana	1	1	36	237	237		
5	Marketing Europeana	1	1	36	94	94		
6	Management and Reporting.	1	1	36	70	70		PM _{nm}

¹ Workpackage number: WP 1 – WP n.

² Number of the applicant leading the work in this work package.

³ Relative start date for the work in the specific work packages, month 0 marking the start of the project, and all other start dates being relative to this start date.

⁴ Relative end date, month 0 marking the start of the project, and all ends dates being relative to this start date.

⁵ The total number of person-months allocated to each work package.

⁶ AP₁ – AP_m: Applicants numbered 1 to m

PM_{nm}: Person months allocated in WP n for applicant number m

⁷ AP₁ – AP_m: Applicants numbered 1 to m

PM_{nm}: Person months allocated in WP n for applicant number m

4.3 Work package description

[Describe each work package on one page using the format provided below. Each work package should be a major sub-division of the proposed project and should also have a verifiable end-point (normally a deliverable or an important milestone in the overall work plan). The work plan should be sufficiently detailed to justify the proposed effort and allow progress monitoring by the Commission. Day-to-day management of the project by the consortium may require a more detailed plan]

Work package Description

Work package number :	1	Start date:	1	End date:	36
Work package title:	WP1 Developing the partner and user network.				

Objectives

WP1 Developing the partner and user network. This WP package deliberately combines the needs of users and content providers to provide a service that works for the users. This requires accommodation and change by the content providers in the main. EDLnet achieved some good traction with a cross domain set of partners and some useful input from users. This needs to be consolidated and then developed further during the lifetime of this network. It is necessary to continue the work to gain further agreements on political and governance issues and to make recommendations on policy and business. It remains important to continue to align user needs with the technical and political capabilities of the institutions providing the content. This WP will work with WP2 Business Development as the internal validation of work undertaken by WP2. It will also validate work undertaken by Europeana Connect such as in the creation of a Europeana Licensing Framework. It will use the workgroup representatives to ensure that Europeana is represented at events in their domains and at country levels. It will continue to encourage partners in the delivery of content and to participate in the issues of creating Europeana v1.0. The WP will manage the transition of the EDLnet network partners and work packages to Europeana v1.0. It will convene a new Work Group responsible for policy and organisation work. It will liaise with the EDL Foundation. It will take on the additional responsibility of users and usability for testing of the operational service and its releases and create strategy from user research and log files.. It will make consequent recommendations, in line with user wishes, for change to the functional specifications delivered under WP3. It will also determine the content of plenary conference programmes.

WP Leaders: Mel Collier, Katholieke University of Leuven, Daniel Teruggi, INA:

Internal WP leader: Business Development Director.

Description of work

Task 1. Partner network development – Task Leader: Mel Collier

Subtask 1.1 Transfer EDLnet partners to Europeana Network. This must include representation of the associations in EDL Foundation. Set up of new Working Group of old and new volunteer [WG1] M2 The role of this Working Group is dealing with issues relating to policy and organisation. The Working Group continues the work of EDLnet in creating policy and solving organisational issues, including issues on the practical application of any necessary licensing and IPR. It validates all decisions connected with governance and the business model.

Subtask 1.2 Plan for 3 meetings per year with this work group and ensure agendas are aligned and commitment is possible. Allow for unplanned activity to ensure buy in and understanding from all communities, including attendance at relevant meetings or conferences. M2. Plan and develop with WP5 all plenary and concertation meetings for the network. Starting with Kick Off Plenary M4.

Subtask 1.3 Create framework of issues for discussion at kick off and plenary conferences, including recommendations made during EDLnet

Subtask 1.4 Liaise with EDL Foundation and WP2 to ensure new partners have a say in the partner network and can join workgroups.

Subtask 1.5 WG1 will create a subgroup WG1.1 to set up a strategy for dealing with user feedback, to

determine the research required, and to report and make recommendations to WG1 on its findings.

- Milestone 1.1. WG1. is established and all subtasks of task 1 are completed. Month 3

Task 2. Solving the legal issues – Task Leader Daniel Teruggi

Contribute to the work of EuropeanaConnect WP4 to assess the feasibility of a Europeana Public Domain License within a Europeana Licensing Framework. The WP will ensure that all legal issues in need of resolution: Copyright, IPR, Terms of Use, Use of Creative Commons, integration of user generated content, permitted reuse, licensing and partnership agreements are covered by WP4 of EuropeanaConnect and integrated into the Workplan of Europeana v1.0 Where issues are not covered by EuropeanaConnect WP1 will make recommendation for their resolution. Development of a work plan for months 4-36 with milestones and related to technical project plan for Europeana v1.0 and to subsequent release plans. This task is responsible for all decisions in relation to Europeana and the work undertaken by EuropeanaConnet WP4.

To include the following subtasks:

Subtask 2.1 Validation of the initial recommendations of WP4 EuropeanaConnect for a Europeana Licensing Framework, including the dedication of a work group meeting to these recommendations. M12-M15

Subtask 2.2 Validation of draft license, partnership agreements, terms of use for site and content created by WP2 task is a consultation exercise to ensure wide buy in and commentary by each network member.

Subtask 2.3 Define the limitations for content providers e.g.: type of content that can be used in the API's and report to WP2

- Milestone 1.2. Workplan for solution of legal issues aligned with inputs from EuropeanaConnect. Month 3
- D1. 1 Report on the legal and user issues in content provision M12

Task 3 Review of the functional specifications, Task Leader Matts Lindquist

Subtask 3.1 Review the functional specification for Europeana v1.0 in the light of user comment on the prototype and changes made by WP3 and WP4 by M4. Make recommendations for change to be fed as change requests to WP3 by end of M5.

Subtask 3.2 Review each functional specification for releases 1.1 to 1.6 (including the 2 not scheduled to be built in the lifetime of the network) with reference to partner and user requirements and create reports.

- Milestone 1.3 to 1.9. Review of functional requirements and recommendations. First in month 5. Others aligned to release dates.

Task 4 Ensuring User participation – Task Leader: Daniel Teruggi

Subtask 4.1 – User Feedback:

Online User survey for Europeana Prototype M1

Using SubGroup WG1.1 create and implement a user feedback and usage plan to include focus groups, surveys and log file analysis, according to release plan and requirements for the functional specifications. This task will make specific use of the methodology and test users set up under task 3.2 of EuropeanaConnect. It depends also on the logfile analysis work in EuropeanaConnect WP3, which will be a key input for post launch development of Europeana v1.0. This task must ensure that its timings work with the release plan. Large scale user testing of Europeana v1.0 M18 for Report D1.4 in M20

Develop a user advisory board, hold at least 2 meetings with this board – M15 and M30

- Milestone 1.10. – Report on online User Survey and detailed user feedback plan – M3
- D1.4 User tests report M20

Subtask 4.2 – User Contribution

Review of the various forms and types of user generated content in use on other websites and portals, prioritise and agree on WP recommendations for incorporation and encouragement of user generated content according to the release schedule M6-M30.

- D1.2. Report and recommendations on user generated content .Month 7

Subtask 4.3 – Review of website usability and look and feel with WP4 in M24. To make use of focus group and other input to undertake changes to the site. Review of website navigation and design with WP4 in M3. Validate changes with User advisory board.

Task 5 Organisation and legal considerations Task Leader: Mel Collier

Develop the preferred organisational model through encouragement of aggregation at national or international levels. Help WP2 create workshops in countries and or work with current aggregations or projects in the domains to proselytise the Europeana concept of a distributed network of aggregators M6-M36, Integrate new partners into the network. Promote aggregator concept at national and European Level. Mobilise domains and national institutions to put in place strong, fit for purpose organisational structures enabling participation at a European level.

Subtask 5.1 Determine work programme for the duration of Europeana v1.0, schedule all forward meetings, to include mechanisms for ensuring top and bottom buy in i.e.: Ministry Funding and Provider Delivery of Content

- Milestone 1.11. – Outline plan on how to encourage aggregation with details for first year – M5
- Milestone 1.12. – Updated plan on how to encourage aggregation with details for second year – M12
- Milestone 1.13 – Updated plan on how to encourage aggregation with details for third year – M24

Subtask 5.2 Further develop and promote the preferred organisational model of aggregators both vertical in the domains or at national levels. Create Policy document for domain association, ministerial and European dissemination on the required organisational structures for an operational Europeana. M 15

- D1.3 Policy document for Organisational and Aggregation structures M 15

Subtask 5.3 Create a plan with WP2, of engagement for each member of the work group and the wider network, to ensure participation of their domain or country through the delivery of a relevant conference speech, organisation of an event or workshop and the active promotion of Europeana at all levels. Feed into the Partner Development Plan Update in M8 of WP2 as milestone 2. This will be a large undertaking requiring excellent planning and sufficient central and local resources. It will be executed by WP2 and WP5.

Subtask 5.4 Development of network policy on IPR and Rights Issues to feed into WP2 and WP3. Use work of EuropeanaConnect WP4 to formulate policy.

- Milestone 1.14 – Network Policy on IPR and Rights – M15

Subtask 5.5 – Responsibility with the Business Development Director for the planning meetings of the EDL Foundation Board to ensure that all relevant issues are communicated and validated.

Subtask 5.6 Validate the business plan created by WP2, task 2 and its regular updates

- Milestone 2.1 – Business plan 2010-2015 – M6.

Resources Required: Executive Director (3M) Business Development Director, (4M) Business Development Managers (12M) General Project Mgr (6m) Projects Assistant,(14M) Marketing & Comms Manager (4M), Marketing Coordinator (10M) Editorial Coordinator (3M), Admin Assistant (6M)

Total Person Months – 62

External Resource: WP Leaders and sub group leader, User research and surveys, legal council,

(Inter-) Dependencies, milestones¹ and expected result

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Milestone 1.1. WG1.1. is established and all subtasks of task 1 are completed. Month 3
Milestone 1.2. Workplan for solution of legal issues aligned with inputs from EuropeanaConnect. Month 3
Milestone 1.3 to 1.9. Review of functional requirements and recommendations. Reports to WP3. First in month 5. Others aligned to release dates.
Milestone 1.10. – Report on online User Survey and detailed user feedback plan – M3
Milestone 1.11. – Outline plan on how to encourage aggregation with details for first year – M5
Milestone 1.12. – Updated plan on how to encourage aggregation with details for second year – M12
Milestone 1.13. – Updated plan on how to encourage aggregation with details for third year – M24
Milestone 1.14 – Network Policy on IPR and Rights – M15

Deliverables
D1. 1 Report on the legal and user issues in content provision M12
D1.2. Report and recommendations on user generated content .Month 7
D1.3 Policy document for Organisational and Aggregation structures M 15
D1.4 User tests report M20

Work package Description

Work package number :	2	Start date:	1	End date:	36
Work package title:	Business Development				

Objectives
<p>WP2 Business Development. This work package will look after fund raising and long term sustainability as well as policy development and implementation. It will also follow up on events organised by WP1 partners with a planned programme of visits to museums, publishers, and archives to ‘sell’ the benefits of being part of the Europeana network. Fund raising will seek further Commission help but will also investigate and implement private public partnerships, sponsorships, advertising, and government.</p> <p>Work will be undertaken to implement the decisions of WP1 and the EDL Foundation on licensing issues and the longer term sustainability of the service. This will include some liaison with ministries and relationship development. As the EDL Foundation becomes a bigger player in this market it will need to have some policies in place to deal with a variety of issues. These need to be developed. Policies will also be put in train by WP1 and need to be taken up, embedded and disseminated by WP2. Further non technical mechanisms also need to be put in place to enable the distribution of agreed Europeana to other channels for mash up and reuse.</p> <p>The WP will also implement the recommendations of WP1 of EDLnet and find practical solutions to the management of partners and their content. It will therefore also deal with rights and IPR issues, making use of the Europeana Licensing Framework and tools created under Europeana Connect WP4. It will use WP1 as a sounding board and for decisions arising from field work. The work is undertaken by EDL Office staff, reporting both to WP1 and to the EDL Foundation. This workpackage does not have a working group of its own.</p> <p>WP Leader: EDL Foundation Business Development Director</p>

Description of work

Task 1 – Implementation of the Road Map as defined in EDLnet, with any alterations suggested by WP1 M1-M36. A deliverable of EDLnet WP1 is to create a Road Map for a future operational service. This is essentially a business plan in outline with funding trajectories and major milestones. It will be the guide for the more detailed business plan in task 2.

Task 2 - Consolidation of the Business plan, with budgets, for the following 3-5 years, for regular 6 monthly review by the EDL Foundation M6-M36

- Milestone 2.1 – Business plan 2010-2015 – M6. To be updated at 6 monthly intervals.

Task 3 - Develop and execute a fund raising plan M1-M36

- D2.1 – Plan for fundraising M6
- D2.2 – Updated plan for fundraising M24

Task 4 – Taking the input of WP1 task 5.3 and using the dissemination capabilities of WP5, develop and execute the Partner Development Programme, aimed at increasing the partner base of Europeana v1.0, particularly in the Museums, Archives and Audio-visual sectors by Month 8 with regular updates

Sub Task 4.1 Work with the domain and country members of WP1, to agree on a series of events, workshops and personal visits to sign up large institutions.

SubTask 4.2 Use national and domain partners of WP1 to encourage small institutions to become part of aggregator networks. M2-M36

- Milestone 2.2 – Partner Development Programme plan M8, with updates M12, M18, M24, M30

Task 5 –Produce a Policy Portfolio for validation by WP1 in areas such as IPR, Licensing, and User Generated Content. M4-M24

- D2. 3 – Policy Portfolio – M24

Task 6 – Create a full partner organisational structure – example TEL Management structure – Management Board, Executive Group, Contacts Working Group, Technical Working Group etc. Put in place for launch of Operational service M18

- Milestone 2.3 Plan for full partner organisational structure for operational service – M12

Task 7 – Create formal contracts and partnership agreements with legal help to be reviewed by WP1. Formally sign up partners to deliver their content over the following 3 years, including Europeana prototype partners. M6 –M36.

- Milestone 2.4 Formal contracts in place M12

Task 8 – Create and execute a Partner Content Delivery Plan from existing signed partners, with WP4 Task 6 by M10, reviewed quarterly post launch in M18.

- D2.4 – Content Delivery Plan M10
- Milestone 2.6 Quarterly reviews of Content Ingestion M21, M24, M27, M30, M33, M36

Task 9 – Develop and execute a content distribution plan for Europeana Content reuse in other portals etc M15-M36

- Milestone 2.5 Content distribution plan M18

Task 10 – Creation and execution of a plan to bring in new content from new partners.M15-M36

- D2.5 – Content Delivery Plan (new partners) M12

Task 11 – Product and service plan 1 – 2010-2012 and 2 for 2013-2015 M36

- D2.6 – Product and service plan 1 M14
- D2.7 – Product and service plan 2 M36

Resources Required: EDL Office Business Development Director (12m), Business Developer Manager (20M), 2 Business Developers to coordinate subtask 4.1 (48m). Projects Assistant (14M), Editorial Coordinator (15M), Editorial Assistant (18M). Account Manager (24) Channel and Content Coordinators x3 (36M), Administrative Assistant 1 (6M), Executive Director (1M). General Project Manager (1M), Marketing & Comms Manager (4M), Marketing Coordinator (10M), Technical Director (2M), Projects Coordinator (12M)

External Resource: Legal and copyright expertise

Total Person Months 223

(Inter-) Dependencies, milestones¹ and expected result

Milestone 2.1 – Business plan 2010-2015 – M6. To be updated at 6 monthly intervals.

Milestone 2.2 – Partner Development Programme plan M8, with updates M12, M18, M24, M30

Milestone 2.3 Plan for full partner organisational structure for operational service – M12

Milestone 2.4 Formal contracts in place M12

Milestone 2.5 Content distribution plan M18

Milestone 2.6 Quarterly reviews of Content Ingestion M21, M24, M27, M30, M33, M36

Deliverables

D2.1 – Plan for fundraising M6

D2.2 – Updated plan for fundraising M24

D2. 3 – Policy Portfolio – M24

D2.4 – Content Delivery Plan M10

D2.5 – Content Delivery Plan (new partners) M12

D2.6 – Product and service plan 1 M14

D2.7 – Product and service plan 2 M36

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Work package Description

Work package number :	3	Start date:	1	End date:	36
Work package title:	Further Specification of Functionality and Interoperability aspects of Europeana				

Objectives

WP3 Further Specification of Functionality and Interoperability aspects of Europeana. This continues the work of EDLnet WP2 and coordinates, largely through additional concertation and work group meetings, the various projects aiming to deliver content and technology to Europeana v1.0. It will have a proactive engagement with the various communities, including site visits and focused meetings either on a domain level (for technical and organizational issues) or with a geographic perspective (for organizational and policy issues).

It will concentrate on the 3 main aspects of Interoperability: basic *semantic* interoperability, the modelling and exchange of information *objects and their surrogates* (including ingest and distribution/output issues) as well as *technical and architectural interoperability* with external applications and components as well as and their integration in Europeana. Some key and vital aspects of all three areas are dealt with in EuropeanaConnect. The WP will further specify and help to develop technical management components such as building a scalable RDF store and the Authorisation Manager detailed in D2.5 of EDLnet and ensure incorporation of all Europeana Connect development into each release of Europeana. It is therefore responsible for delivering functional specifications per release together with the EDL Office. This work package will work very closely with the Best Practice Network EuropeanaConnect. It will also liaise with relevant research projects under IST. In particular, it will monitor the progress of projects aiming at building advanced technology for large-scale European-wide Digital Libraries and incorporate that functionality into the specification, thus aligning the Europeana functional model with the most advanced state of the art.

All the Work Package leaders and many of the task leaders in Europeana Connect will be invited to participate in this work package and its sub groups to ensure a good integration of services and structures developed in Europeana Connect into the releases of Europeana.

WP Leaders: Stefan Gradmann and Max Dekkers with Logical Architecture Expertise from Carlo Meghini

Description of work

Task 1– Create a reviewing and advisory Work Group [WG3] of strong interested parties, using some of the members of WP2 of EDLnet and new members from EDL Foundation projects. Include relevant people, such as representatives from contributing aggregators, and WP Leaders from EuropeanaConnect by M2. Invite experts such as Herbert van der Soempel of Los Alamos and ORE, Oren Beit Ali of Ex Libris, Lorcan Dempsey of OCLC and Daniel Pitti of Virginia State Inst. to contribute expertise and knowledge to these work groups. Create subgroups with task leaders to cover semantic issues, objects modelling and architecture as well as interaction with external applications. At least 3 subgroups are envisaged:

- WG 3.1 Object Model and Metadata
- WG 3.2 Semantic and multilingual aspects
- WG 3.3 Architecture and components, interaction external instances

It is envisaged that use will be made of work completed under other networks such as the DELOS/DLMS to develop further the model for complex transactions and distributed storage environments.

Task 2 - Plan for 3 meetings per year of Work Group 3 and ensure agendas are aligned and commitment is possible (M2) Allow for proactive engagement and interaction with the various communities as well as with individual (potentially external and non-European) experts, including site visits and focused meetings either on a domain level (for technical and organizational issues) or with a geographic perspective (for organizational and policy to ensure buy in and understanding from all communities), including attendance at relevant meetings or conferences. Create framework of Issues for Kick Off meeting in month 3.

- o Milestone 3.1 WGs set up and meetings planned M2

Task 3 –As the group that is responsible for specifying Europeana and its releases, review the Europeana

v1.0 functional specification D2.5, in the light of user comment on the prototype with WP4 EDL Office and work on the log files under WP3 of Europeana Connect.

Set up a work plan to further specify any areas that have changed or need further clarification. Ensure all elements needed to run an operational service will be specified, including elements such as the service and metadata registries being created in EuropeanaConnect (M3)

- Milestone 3.2 Review, of Europeana v1.0 Functional Specification M3

Task 4 - Technology watch: During the course of the project, undertake the following subtasks:

Subtask 1 Constant check, at each WG meeting, under a standing agenda, on relevant standardisation bodies such as OAI ORE, open source projects, IST initiatives (projects, NoE, CAs etc) to see what might be of interest to Europeana. Follow up by creating, where necessary, liaisons with the initiatives identified, to better understand and ultimately acquire their products or influence their actions

Subtask 2. Again at each WG meeting make suggestions on technology that might be relevant to Europeana to adopt under Task 5

Task 5 –Technology Adoption. This task has the objective of considering the suggestions of the technology watching task and examining the suggested components to ascertain whether they should be incorporated into Europeana Architecture and revise the Europeana architecture if the outcome is positive. Incorporate any changes in the functional specifications to be delivered under task 8. M1-M36

Task 6 Incorporate changes as a result of work from Task 3 into Functional Specification of Europeana v1.0, and evaluation of WP1 and Working Groups of WP3 by M6 Review and acceptance of overall project plan for the delivery of Europeana version 1.0 (M8). Ensure clear responsibilities between the team leaders and the EDL Office in this plan.

- Milestone 3.3 Final version of functional specification for Europeana v1.0 (M6)
- Milestone 3.4 Review of technical project plan for Europeana v1.0 (M8)

Task 7 Using the information from WG's and Incorporating the results of EuropeanaConnect, including implementations of semantic enrichment, persistent identifiers, audio players, and other relevant parallel projects, such as Athena, EFG, EDLocal, EPA and EuScreen:

Sub-task 7.1. - Deliver 2 sets of recommendations for further development and refinement of the object and surrogate model deployed by

- a. Europeana v1.0 and explain required changes to the model (M12)
- b. Europeana v1.x and explain required adjustments to the model (M26)
- Milestone 3.5 Object model change recommendations 1 (M12)
- Milestone 3.6 Object model change recommendations 2 (M26)

Sub-task 7.2 - Deliver 2 sets of recommendations on the interoperability and functionality of multilingual and semantic components deployed by

- c. Europeana v1.0 and explain required changes to the model (M16)
- d. Europeana v1.x and explain required adjustments to the model (M30)
- Milestone 3.7 Semantic model change recommendations 1 (M16)
- Milestone 3.8 Semantic model change recommendations 2 (M30)

Sub-task 7.3 - Deliver recommendations on how to interoperate with external applications and components being proposed within logical architecture Europeana v1.0 and WP5 of EuropeanaConnect and explain required changes to the model in M24.

- Milestone 3.9 Architecture change recommendations (M24)

Task 8- Using the recommendations of Tasks 5, 6 and 7 and user inputs from WP1 to create functional specifications for Europeana versions 1.1-1.6 (M15-M36) and create a prioritised list for inclusion in WP4's release plan for technical development post Europeana v1.0, include information taken from WPs 1 and 2 (M15-M36).

- D3.1 Functional Specifications 1.1 and 1.2 (M15)
- D3.2 Functional Specifications 1.3 and 1.4 (M26)
- D3.3 Functional Specification 1.5 and 1.6 (M34)

Task 9 – Using the work of Europeana Connect task 5.3 ensure that the scalable and sustainable OAI-PMH harvesting infrastructure, can be incorporated into Europeana v1.0, taking into account current and future organisational structure of Europeana (M9, review M13)

- M3.9 Review of EuropeanaConnect M5.3.1 – Europeana OAI-PMH Infrastructure - Specification and Design (M10)
- M3.10 Review of EuropeanaConnect M5.3.2 – a test instance of the central metadata repository service will be made available, integration development in the Europeana portal (M13)

Task 10 – Review each release of Europeana.eu including v1.0 to appraise its quality and whether it is in line with specifications, by email or in work group meetings. Use the input of the external testing company deployed for each release by WP4.

- M3.11-14 Review each release of Europeana.eu M19, M23, M29, M35

Task 11 - Make recommendations for work and development over the next 3 years (M32)

- D3.4 Recommendations for future work 2012-2015 (M32)
- D3.5 Final Technical and Logical Architecture recommendations (M36)

Resource required:

Technical Director (6M) Technical Project Manager (3 months), Interoperability Manager (4M), Projects Assistant (3M), , Semantic Developer (5M), Technical Document Writer (3M), General Project Manager (12) Executive Director (1M), Business Development Manager (1M), Marketing & Comms Manager (1M), Admin Assistant (2M)

External Resource:

Subcontractors: WP Leaders (6.5M), External logical Architect (3M)

Total Person Months = 41

(Inter-) Dependencies, milestones¹ and expected result

Milestone 3.1 WGs set up and meetings planned M2

Milestone 3.2 Review Europeana v1.0 Functional Specification M3

Milestone 3.3 Final version of functional specification for Europeana v1.0 M6

Milestone 3.4 Review of technical project plan for Europeana v1.0 M8

Milestone 3.5 Object model change recommendations 1 – M12

Milestone 3.6 Object model change recommendations 2 – M26

Milestone 3.7 Semantic model change recommendations 1 – M15

Milestone 3.8 Semantic model change recommendations 2 – M30

Milestone 3.9 Architecture change recommendations 1 M24

Milestone 3.8 Object and Semantic model change recommendations 2 M26

Milestone 3.9 Review of EuropeanaConnect M5.3.1 – Europeana OAI-PMH Infrastructure - Specification and Design (month 10)

Milestone 3.10 Review of EuropeanaConnect M5.3.2 – a test instance of the central metadata repository service will be made available, integration development in the Europeana portal (months 13)

Milestone 11-14 Review each release of Europeana.eu m19, M23, M29, M35

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

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Deliverables

- D3.1 Functional Specifications 1.1 and 1.2 M15
- D3.2 Functional Specifications 1.3 and 1.4 M26
- D3.3 Functional Specification 1.5 and 1.6 M34
- D3.4 Recommendations for future work 2012-2015 M32
- D3.5 Final Technical and Logical Architecture recommendations M36

Work Package Description					
Work package number :	4	Start date:	1	End date:	36
Work package title:	Building Europeana				

Work package number :	4	Start date:	1	End date:	36
Work package title:	Building Europeana				

Objectives

WP4 Building Europeana v1.0 For the first 15 months this WP implements, with necessary adjustments, the functional specification, delivered with D2.5 of EDLnet

http://www.europeana.eu/public_documents/D2.5_Outline_Functional_Specifications20080525_version1.0.pdf

It will be undertaken by a distributed team of developers and metadata specialists, with a core team based at the EDL Office. This work package will also be responsible for interfacing with any implementations that come out of EuropeanaConnect. The final functional specification for Europeana v1.0 will be closed in Month 10, only allowing modifications of WP3, task 6.1.a if absolutely necessary. All subsequent recommendations from Europeana v1.0 WP2 and EuropeanaConnect and other projects such as Athena, EDLocal, EPA and EFG will be incorporated in the subsequent releases. The 2 networks Europeana v1.0 and Europeana Connect will work closely together to avoid timing clashes and ensure a service that meets user need.

The operational development of the technology and processes necessary for Europeana to act as a broker are also the responsibility of this WP. As are the longer term storage and access needs. There is also a task to be shared with WP1 to review the look and feel of the website front end in M24.

WP leader – General Project Manager

Description of work

Task 1. Review Europeana prototype and user feedback with WP1 and WP3 – M3

Task 2 Creation of final overall technical project plan for delivery of version 1.0, based on Milestone 3.3 of WP3 including: development for each function, front end, back end processes, ingesting, testing, deployment to production for review by WP3 in M7

- D4.1 Technical Project Plan for delivery of Europeana v1.0 M7

Task 3. Creation and delivery of the technical and logical infrastructures for version 1.0 with the hosting facility M8.

- Milestone 4.1 - Technical and logical infrastructures for hosting M8

Task 4. Implement D4.1 by Month 15. Testing of Europeana v1.0 by external test company M16. Launch of full service Europeana v1.0 M18

- D4.2 Europeana v1.0 launch M18

Task 5 Modification and maintenance of Europeana prototype as test base for parallel projects and for transfer to version 1.0 at launch M1-M18. Creation and maintenance of a parallel environment, in line with each Europeana release, for experimentation and project use. M20-M36

- D4.4 Test and research platform version 1 M20

Task 6 Ingest content from partners and aggregators into Europeana Prototype or a separate repository M1-M12. Migrate content from Europeana Prototype to Europeana v1.0 by M16. Work with Task 8 of WP2 to implement the content ingestion plans from M18 onwards.

Task 7 Implementation of various API's to enable the use of Europeana aggregated material in trusted third party sites. e.g: for the visually impaired, for specific learning environments, for mobile devices, based on the work of EuropeanaConnect WP1, WP2 and WP5

Task 8 Integrate the scalable and sustainable OAI-PMH harvesting infrastructure based on input from EuropeanaConnect M5.3.2 – (month 13)

Task 9 Work with WP3 and with partners in EuropeanaConnect to agree acceptance and implementation of release plan 1 using the functional specifications 1.1 and 1.2 produced by WP3 by M15. On launch of Europeana in M18, schedule and reaffirm release plan using the functional specifications for releases 1.1, 1.2, 1.3. Agree plan with EuropeanaConnect work package leaders and WP3 and obtain functional specifications for releases 1.4, 1.5 and 1.6. The release plan should try for a first release in M22 followed by a release at almost 6 monthly interval releases. Deliver initial Release plan 1 and Functional Spec 1.1 and 1.2 by M18.

Task 10 Releases: 1.1 M22, D4.5 Release 1.2 M28, D4.6, Release 1.3 M34

1.3 M34 – Release 1.2 to include recommendations on website changes by WP1 and the User advisory board. Releases will include the work of Europeana Connect such as Subtask 4.3.1: Europeana Licence Selection and Assertion Tool and Subtask 4.3.2: The Europeana Public Domain Helper Tool, metadata and service registries, persistent identifier resolvers, translation tools etc.

- D4.5 Release 1.1 M22
- D4.6 Release 1.2 M28
- D4.7 Release 1.3 M34

Task 11. Create and maintain documentation per release.

- D4.3 Europeana v1.0 complete documentation M19

Task 12 Review of website look and feel with WP1 in M24. To make use of focus group and other input to undertake changes to the site for implementation in Release 1.3.

Together with WP1 and WP3 review the website design and navigation in month 30

Resource required: WP Leader –EDL Office General Project Manager (12), with input from Technical Director,(6M) Technical Project Manager (15M), Senior Developer 1, (31M), Senior Developer 2 (18M) Junior Developer 1 (36M), Junior Developer 2 (18M), Technical documentation writer (21M), Logical architect,(3M) Semantic and metadata interoperability Manager 1 (14M) plus external expertise, Database Administrator and hosting company manager (18M), Projects Assistant (3M). Business Development Director (1M), Executive Director (1M), Business Development Manager (1M), Admin Assistant (6M) Webmaster (18M), Operational Manager (18M)

External resource:

External Logical Architect (3M)
External Technical Architect (4M)
External Developers – VU, ICSTI, 52 M, Temps (12M)
External Interop Manager (8M)
Temporary Developers
Test Company

Total Person Months = 237

(Inter-) Dependencies, milestones¹ and expected result
M4.1 - Technical and logical infrastructures for hosting M8
M4.2 – Migration of Europeana Prototype content M15
M4.3 – Initial Release Plan M18
M4.4 – Creation of a parallel test and research environment M20

Deliverables
D4.1 Technical Project Plan for delivery of Europeana v1.0 M7
D4.2 Europeana v1.0 launch M18
D4.3 Europeana v1.0 complete documentation M19
D4.4 Test and research platform version 1 M20
D4.5 Release 1.1 M22
D4.6 Release 1.2 M28
D4.7 Release 1.3 M34

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Work package Description

Work package number :	5	Start date:	1	End date:	36
Work package title:	Marketing Europeana				

Objectives

WP5 Marketing, Dissemination and Coordination of dissemination work

For Europeana v1.0 and EuropeanaConnect. Rather than waste time and effort on creating a separate branded and hosted site and set of communication tools for these projects the idea is to combine them. This starts by continuing to communicate with the content providers and the network, to build up the stories for the press and to help create buy in. Then at launch of the operational site it switches to an end user campaign. The final aim of the work package is to attract end users to the site. The work will include the defining of target groups and ways to involve them. As well as traditional methods of marketing, use will be made of online and viral marketing as well as encouraging legal reuse through mash ups and similar. The work package is also responsible for brand, particularly in channel management, and should liaise strongly with WP2 to ensure delivery. It will also help WP2 in the provision of marketing materials, newsletters, a website etc. Sharing the project website with EuropeanaConnect should ensure maximum exposure for the brand:

- To keep awareness of the forthcoming Europeana v1.0 and EuropeanaConnect high in the international and national press and relevant professional journals.
- Achieve deeper penetration and heightened awareness among the library, museum and archive stake holder communities in every Member State of the issues and developments relating to interoperability and for the delivery of content.
- Create consistent and high quality access to Europeana v1.0 and EuropeanaConnect's own results and related developments through its website and dissemination service.
- Ensure all technical knowledge and developments are easily accessible for all Europeana related projects.

WP Leader: PR & Comms Manager

Description of work

Divides into marketing to stakeholders throughout the time of the project and, after the launch of the Europeana public service marketing it to end users.

Marketing to the network consists of work such as ensuring attendance at plenary sessions, communicating progress and deepening representation through the networks. Post launch it continues to make partners and aggregators wish to send content.

User marketing which takes place post launch will include all the techniques described in task 3.

Task 1 - Produce an outline dissemination plan for all products and audiences and update it quarterly to include reports on all dissemination activities. M3. Make use of the work in WP1, task 5.3 delivered in M6 to develop events and workshops in partner countries. Target of at least 2 such events per year in different countries.

SubTask 1.1 – Help promote up to 6 concertation events and national meetings on significant interoperability topics, covered by EuropeanaConnect M2-M34

SubTask 1.2 - Public relations press campaign whose remit is column inches mentioning eContentPlus and the forthcoming Europeana v1.0 together with the work being done in EuropeanaConnect and to create speaking opportunities on radio, television and at conferences. M2-M36

SubTask 1.3 5 Establish and maintain a Europeana v1.0 and EuropeanaConnect project website to publicise the work and where project partners can access all project documents. Create templates for project presentations and a project leaflet for printing. M2-M36

SubTask 1.4 Deliver a professional Newsletter at 3-monthly intervals to all registered stakeholders and create a Wiki to ensure interaction with possible users and stakeholders. M6-M36

- Milestones 5.1-5.12

- D5.1-Project website M2
- D5.2 – Project Presentation outline M2
- D5.3 – Outline Dissemination Plan M3

Task 2

WP5 will set up and coordinate a small internal working group, Working Group 5,, called the Europeana Cluster Dissemination Working Group focusing on dissemination collaboration between the various networks under eContentPlus but most particularly with EuropeanaConnect and any of the other projects in which the EDL Foundation is a partner. Its role is to ensure good communication between these networks and to maximise opportunities for dissemination. Members of the Thematic Network Partners Group who are interested and able to help build the dissemination messages in their domains or countries may also be invited to contribute to the work of this group.

Convene meetings of the group at intervals that ensure that it can contribute effectively to the planning of concertation events, press releases, newsletters, and the overall all plenary, conference, workshop and concertation plan in a coordinated and effective way.

Task 3 – Partner Development Programme - WP5 is responsible for the marketing and dissemination of the Partner Development Programme. It will liaise with WP2 to sell the benefits of being part of Europeana and delivering content, according to all the members of each Foundation association M6-M36

Task 4 Create an overall all plenary, conference, workshop and concertation plan using the input of WP1 and WP2 and subjects covered in WP3 and EuropeanaConnect. WP5 is responsible for the execution of conferences and workshops including ensuring that the local organisation is in place, branded promotional literature is available and to coordinate all promotional activities with the local, regional or national partner. To include:

- a. Kick Off Plenary M4 – all partners in Europeana v1.0 and EuropeanaConnect plus Ministries
- b. Launch Plenary – all partners, press etc M 18
- c. WP1 member country and domain generated events, at least 6 events over 36 months
- d. Workshops on specific technical topics drawing participants from across all relevant EU projects and particularly the work packages of EuropeanaConnect, at least 6 events over 36 months
- D5.4 Conference, workshop and concertation plan M6

Task 5 – Post launch. Building on task 1 create and execute a full scale marketing to users plan, making use of viral marketing, search engine promotion, online advertising, the net community and all opportunities for speaking, including the use of webinars. M15-M36

- D5.5. User marketing plan. Month 12.

Task 6 Maintain overall responsibility for brand, website and all documentation including the policy portfolio. M1-M36 Produce promotional literature and videos, manage online marketing and project website according to plan. M1-M36

- D5.1 Website for partners and stakeholders M2

Task 6 – Report on activities

- D5.6 – Publishable annual progress report (M13)
- D5.7 – Second publishable annual progress report (M25)
- D5.8 – Brief publishable final report detailing results. (M36)

Resource required: Led by EDL Office Marketing and Comms Manager (20M), Business Development Director (2M), Marketing Coordinator (16M) Manager, Marketing assistant (12M). Conference Developer (29M) and Projects Assistant (5M)and WP7 Leader of Europeana Connect, Executive Director (1M), Business Development Manager (2M) General Project Manager (1M), Admin Assistant (6M)

Total Person Months = 94

External Resources:

Website Design

Online Marketing

(Inter-) Dependencies, milestones¹ and expected result

Milestones 5.1 to 5.12 Newsletter in months 3,6,9,12,15,18,21,24,27,30,33,36

Deliverables

D5.1 – Web site for partners and stakeholders (M2)

D5.2 – Project presentation (M2)

D5.3 – Outline Dissemination Plan M3

D5.4. Conference, workshop and concertation plan M6

D5.5 User marketing plan. Month 12

D5.6 – Publishable annual progress report (M13)

D5.7 – Second publishable annual progress report (M25)

D5.8 – Brief publishable final report detailing results. (M36)

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Work package Description

Work package number :	6	Start date:	1	End date:	36
Work package title:	Management and Reporting.				

Objectives

WP6 Management and Reporting. This work package is responsible for setting up the operational office and recruitment, managing the project and for reporting to the Commission. It leads the network as a whole for both scientific coordination in the shape of the business development director responsible for all delivery and administrative coordination.

Establish an operational office and recruit staff as needed including individuals responsible for technical development and production, for operational management of content, workflow, finance and reporting and for business development, editorial, marketing and PR.

Ensure the technical and legal compliance of the consortium in its contract with the Commission; manage overall the finances of the project and maintain adequate records; ensure that the consortium is effectively managed and co-ordinated internally in order to optimise its performance, meet its objectives and produce its agreed deliverables; assure overall the quality of the work of the consortium and the fitness for purpose of its deliverables.

This work package is also responsible for overall coordination of all eContentPlus and IST projects that relate to the EDL Foundation. It will ensure planning is place to coordinate deadlines and integrations with Europeana v1.0 and beyond. It will try to make sure that all new technical development is planned into releases post the launch of the operational service, The mechanism to achieve this coordination will be known as the Cluster Steering Group which will meet 6 monthly.

WP Leader – Scientific Coordinator (Business Development Director)

Description of work

Task 1- Confirm Roles of WP Leaders and recruit EDL Office Staff etc

SubTask 1.1. Confirm the responsibilities of all WP leaders (in managing processes, resources and results) and how that links to the responsibilities in the resident team and the responsibilities of overall project management by Month 1

SubTask 1.2. Recruitment and training of relevant staff both in house and remote.

Milestone M6.1. Staff recruited and trained by month 6.

SubTask 1.3. Detailed alignment of the Europeana v1.0 Workplan with that of EuropeanaConnect in the light of circumstances at the time by means of a joint 2 day workshop no later than month 3. If circumstances warrant, other projects could be included.

Milestone M6.2. Workshop held and outcomes documented by month 3.

SubTask 1.4 Oversee the work of the workpackage leaders and convene and document the meetings of the two network management boards.

Milestones M6.3-M6.8 as listed.

Task 2. Direct the work of the Cluster Steering Group

The Cluster Steering Group will consist of the Europeana v1.0 Network Management Board plus the coordinators of other projects in the Europeana cluster. Membership will depend partly on what is selected for funding. Its role is to keep personal communications channels open and to raise and solve issues relating to the timing and interaction of projects in the cluster. It will meet at 6 monthly intervals in months 1,7,13,19,25,31.

Its meetings are Milestones M6.9 –M615

Task 3 Financial coordination

Receive project finance from the Commission and pay it out to participants in a timely manner; maintain the necessary records; supervise the cash flow; provide the final audit certificate; prepare cost statements and deal with matters arising; deal with taxation issues. Oversee at quarterly intervals the effective deployment of the project budget including any necessary budget revisions.

- Deliverables as listed.

Task 4– Internal consortium management and co-ordination

Task 3.1. Provide a network agreement and supervise the process of its final agreement and signature by the network members; provide an agreement for associate members by Month 2

- Milestone D6.16. Network partners have signed agreement by month 4

Task 3.2. Facilitate progress through day-to-day e-mail contact with work package leaders and other partners by means of an e-mail distribution list and such other project management tools as are deemed necessary, such as sharepoint or a wiki: ensure that all key project documents and internal support tools are available on the members' website.

Task 5 – Overall monitoring

Provide all staff and work package leaders with monitoring plan and compile and synthesise inputs to the plan so that progress can be monitored on a quarterly basis. Oversee progress at quarterly intervals using reports from the project managers of the work groups and the work package leaders.

Task 6 – Reporting to and Liaison with the Commission

Liaise with the Commission and compile cost claims, progress or final project reports as required by the Commission; obtain any formal documentation to be provided as necessary; organise appropriate attendance on behalf of the project at annual review meetings.

- Deliverables as listed.

Task 7 – Evaluation and Quality control

Ensure that all milestones are reached and adequately reviewed and noted by project and task leaders. Ensure project deliverables and key documents are subject to appropriate review by project participants by electronic circulation and discussion at Board meetings. Monitor progress in the delivery of the project's objectives and its adherence to the contracted timetable providing advice and guidance to network members in the case of any problems occurring. Organise data collection processes designed to provide the success indicators described in Section 4.6.

Task 8 – Specification, letting and supervision of sub-contracts

Specific sub-contracts are required to support the network and must be concluded according to the Commission's requirements and Dutch law [restricted call]. Advertise and let contracts so they are eligible expenditure.

Task 9 – Dealing with network membership

Deal with adding and deleting of network members and associate members and documenting this.

Resources Required: Led by EDL Office: Business Development Director (6M), Executive Director (4), Technical Director (4) General Project Manager (4), Projects Assistant (2M) Administrative Assistant (6M), Financial Controller (18M), Legal expertise, Marketing & Comms Manager (1M), Secretary (25M)

External Resources: Network Advisory Board Members, WP Leaders

Total Person Months = 70

(Inter-) Dependencies, milestones¹ and expected result

All tasks in WP6 relate to each other and to all other WPs.

The expected result is that the project will be delivered on time and on budget with any significant variations agreed by the Commission and properly documented. Monies due to network members will be passed on to them by the coordinator as agreed in the network agreement.

Milestone M6.1. Staff recruited and trained by month 6.

Milestone M6.2. Workshop held and outcomes documented by month 3.

Milestones 6.3 -6.8 At least 6 meetings of the network management board in months 1,7,13,19,25,31,36.

Meetings of the Cluster Steering Group are Milestones M6.9 –M6.15 in months 1,7,13,19,25,31.

¹ Milestones are control points at which decisions are needed, for example concerning which of several technologies will be adopted as the basis for the next phase of the project.

Milestone D6.16. Network partners have signed agreement by month 4

Deliverables

D6.1 Network Agreement [Month 2]

D6.2 Interim Report on the first 6-months period (month 7)

D6.3. First Annual report to the Commission (Month 13)

D6.4 First interim Financial Statement [M13]

D6.5 Interim Report on the third 6-months period (month 19)

D6.6. Second annual report to the Commission (Month 25)

D6.7 Second Interim Financial Statement [M24]

D6.8 Interim Report on the fifth 6-months period (month 31)

D6.9. Final report (Month 37)

D6.9 Final audited financial statement [M37]

4.4 Deliverables List

[Tabular listing of deliverables indicating deliverable number, deliverable title, nature of deliverable, dissemination level of deliverable, date to be delivered to Commission.

Each significant element of the project should conclude with a “deliverable” which is the concrete output and evidence of the work. Lengthy or complex work packages may require the production of several deliverables over the duration of the work package. However, only a reasonable number of deliverables should be foreseen.

A deliverable may be a report, a prototype, a conference or demonstration, a book, a specification, etc. Where a deliverable is not a report, but is instead some form of action, nonetheless some written reporting is helpful to act as a record of the work (e.g. for a conference, a collection of papers presented; for a demonstrator, a brief technical description, etc.). The titles of the deliverables should be self-explanatory.

Deliverables List				
Deliverable No¹	Deliverable title	Delivery date²	Nature³	Dissemination level⁴
D1.1	Report on the legal and user issues in content provision	12	R	PU
D1.2	Report and recommendations on user generated content .	7	R	PU
D1.3	Policy document for Organisational and Aggregation structures	15	R	PU
D1.4	User tests report	20	R	PU
D2.1	Plan for fundraising	6	R	CO
D2.2	Updated plan for fundraising	24	R	CO
D2.3	Policy Portfolio	24	R	PU
D2.4	Content Delivery Plan	10	R	PU
D2.5	Content Delivery Plan (new partners	12	R	PU
D2.6	Product and service plan 1	14	R	CO
D2.7	Product and service plan 2	36	R	CO
D3.1	Functional Specifications 1.1 and 1.2	15	R	PU
D3.2	Functional Specifications 1.3 and 1.4	26	R	PU
D3.3	Functional Specification 1.5 and 1.6	34	R	PU
D3.4	Recommendations for future work 2012-2015	32	R	CO
D3.5	Final Technical and Logical Architecture recommendations	36	R	CO

¹ Deliverable numbers in order of delivery dates: D1 – Dn. Deliverable numbers must indicate which workpackage they relate to, e.g. D2.1 for the first deliverable from workpackage 2).

² Month in which the deliverables will be available. Month 0 marking the start of the project, and all delivery dates being relative to this start date.

³ Please indicate the nature of the deliverable using one of the following codes:

R = Report
P = Service/Product
D = Demonstrator/Prototype
O = Other

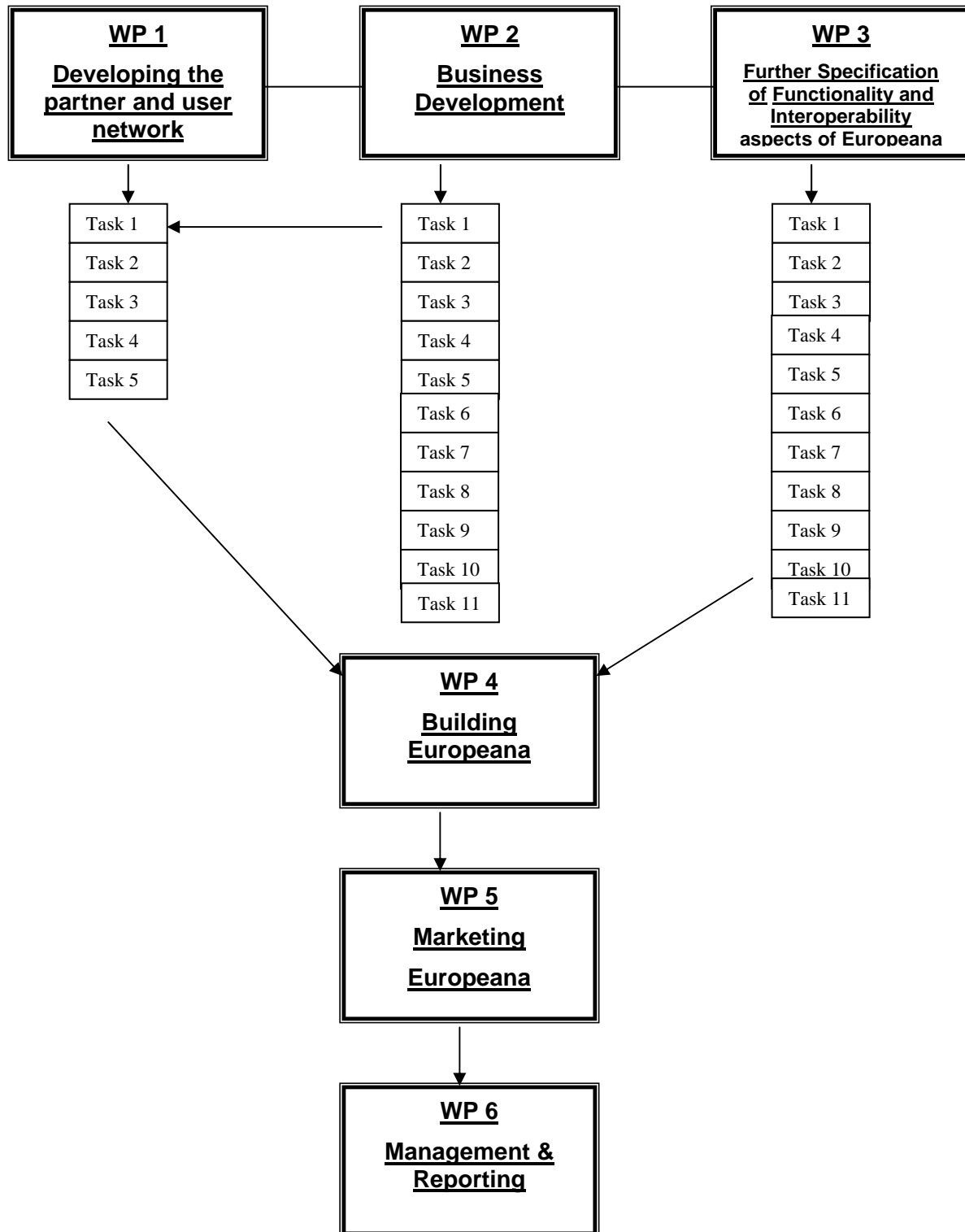
⁴ Please indicate the dissemination level using one of the following codes:

PU = Public
PP = Restricted to other programme participants (including Commission services and project reviewers).
CO = Confidential, only for members of the consortium (including Commission services and project reviewers).

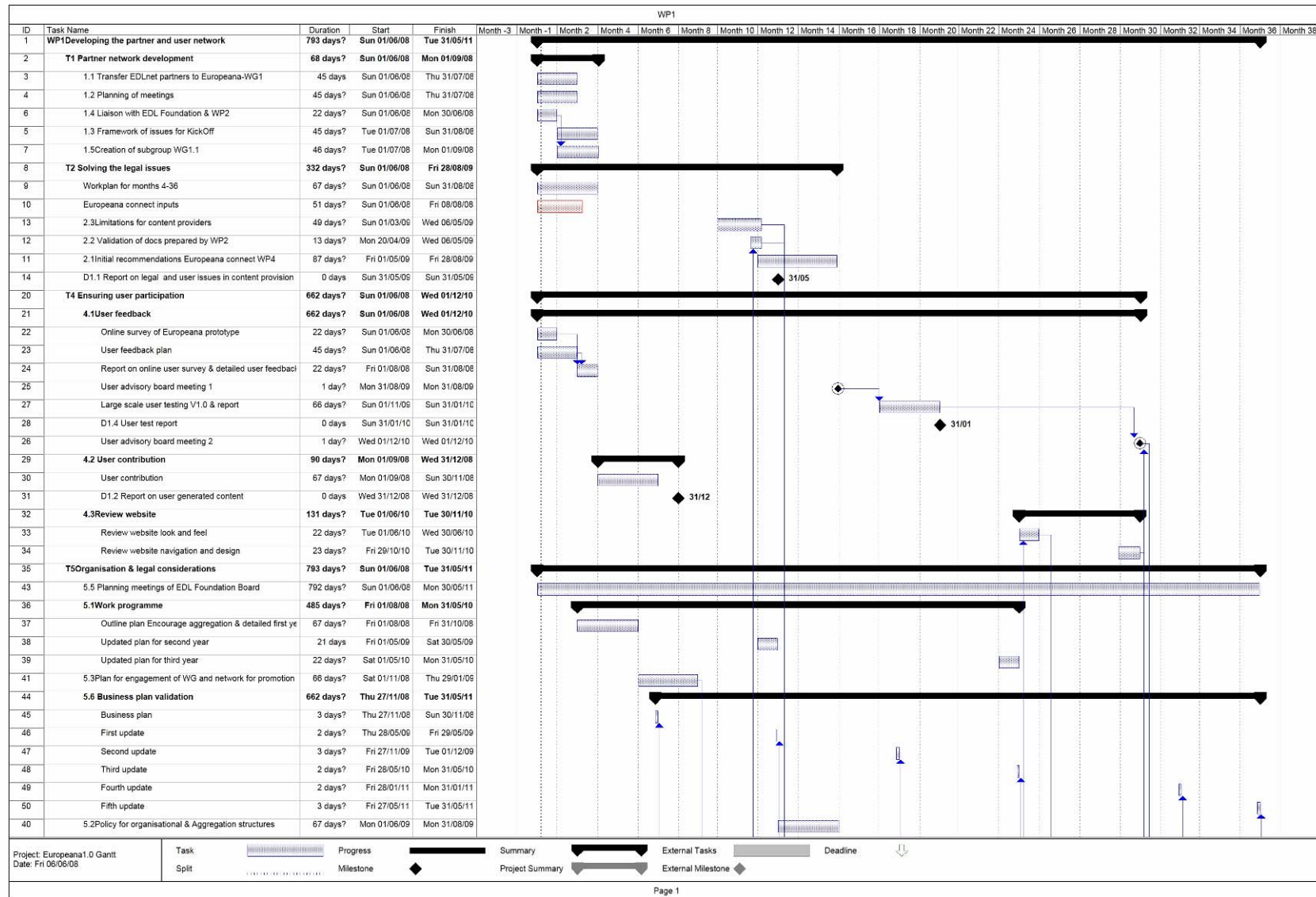
D4.1	Technical Project Plan for delivery of Europeana v1.0	7	R	PU
D4.2	Europeana v1.0 launch	18	O	PU
D4.3	Europeana v1.0 complete documentation	19	R	PU
D4.4	Test and research platform version 1	20	R	PU
D4.5	Release 1.1	22	O	PU
D4.6	Release 1.2	28	O	PU
D4.7	Release 1.3	34	O	PU
D5.1	Web site for partners and stakeholders	2	O	PU
D5.2	Project presentation	2	R	PU
D5.3	Outline Dissemination Plan	3	R	CO
D5.4	Conference, workshop and concertation plan M6	6	R	PU
D5.5	User marketing plan.	12	R	CO
D5.6	Publishable annual progress report	13	R	PU
D5.7	Second publishable annual progress report	25	R	PU
D5.8	Brief publishable final report detailing results.	36	R	PU
D6.1	Network Agreement	3	R	CO
D6.2	Interim Report on the first 6-months period	7	R	CO
D6.3	First Annual report to the Commission	13	R	CO
D6.4	First interim Financial Statement	13	R	CO
D6.5	Interim Report on the third 6-months period	19	R	CO
D6.6	Second annual report to the Commission	25	R	CO
D6.7	Second Interim Financial Statement	25	R	CO
D6.8	Interim Report on the fifth 6-months period)	31	R	CO
D6.9	Final report	37	R	CO

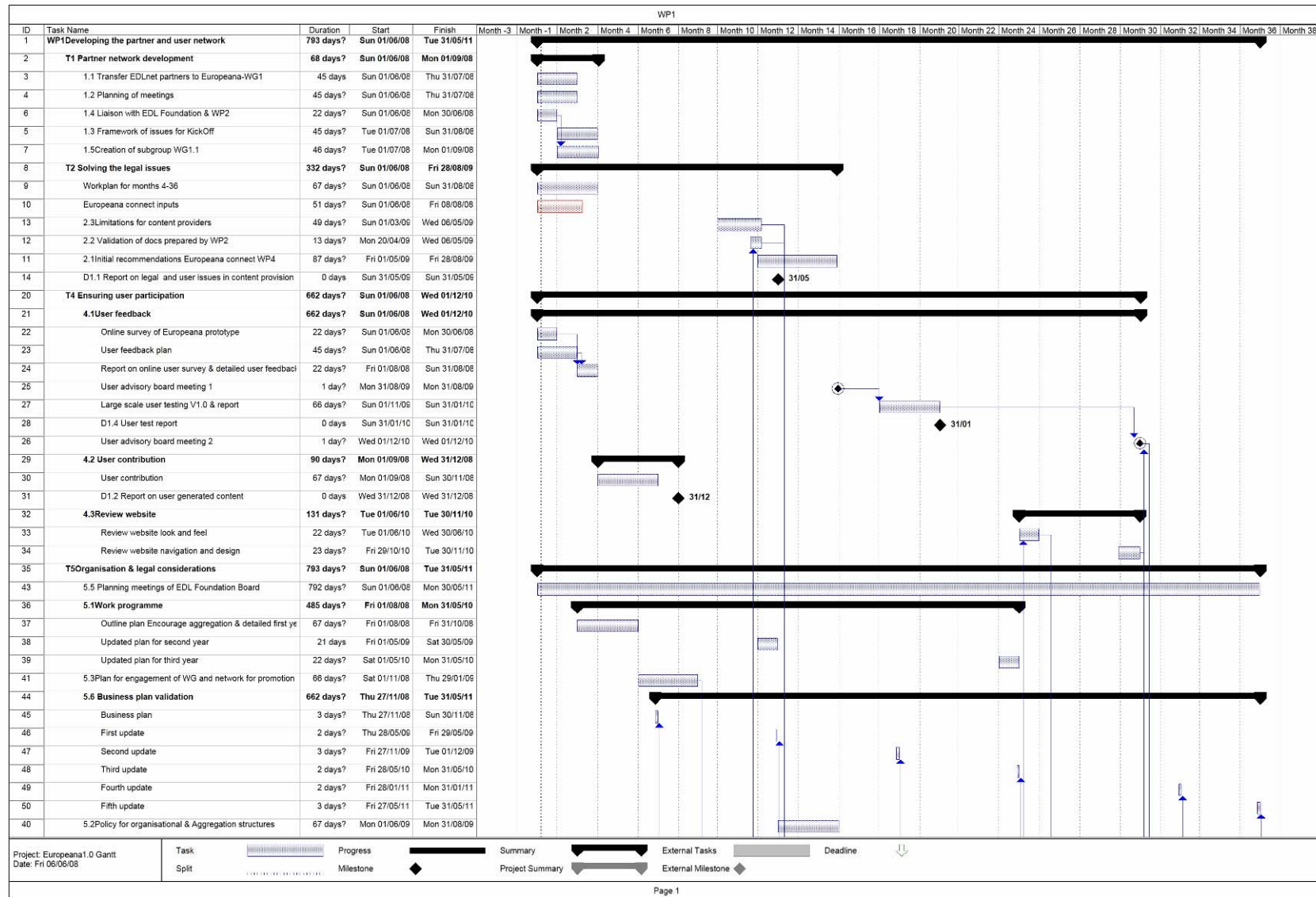
4.5 Project plan

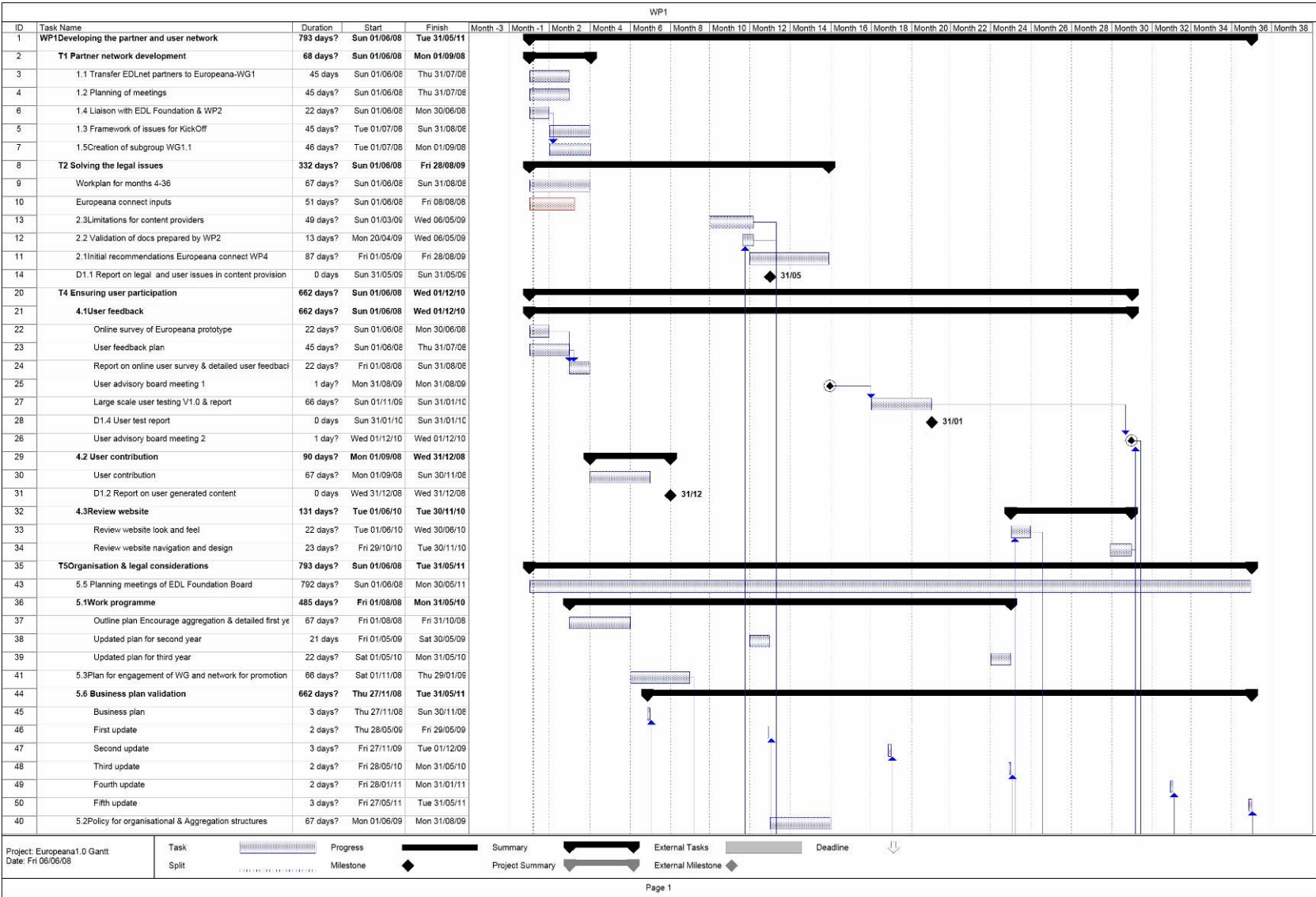
[This section should provide a Gantt chart showing the project milestones, the timing and interdependencies between the different work packages and the critical path. Month 0 should be the commencement date of the project.]

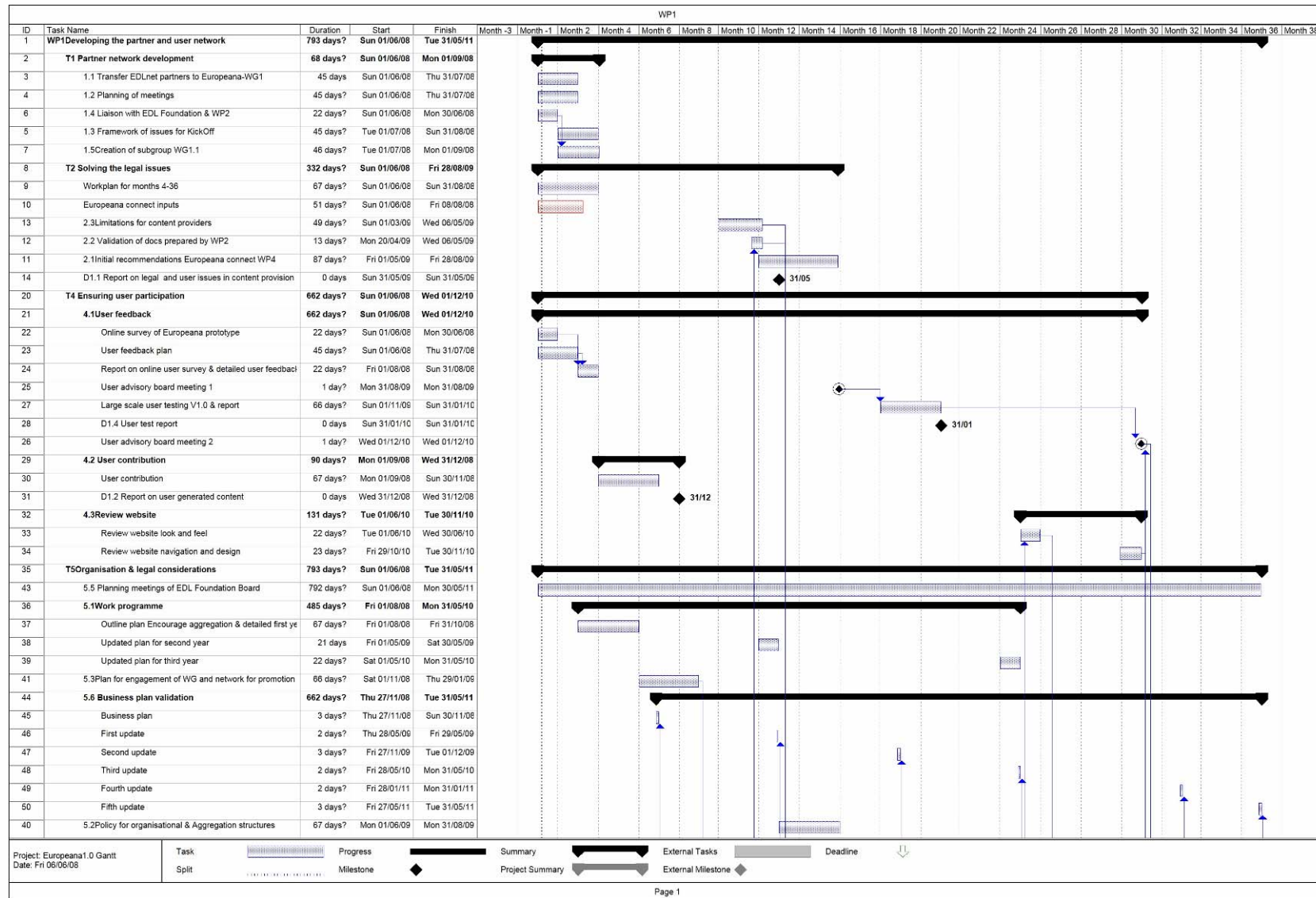


ID	Task Name	M-3	M-1	M2	M4	M6	M8	M10	M12	M14	M16	M18	M20	M22	M24	M26	M28	M30	M32	M34	M36	M38
1	WP1Developing the partner and user network																					
2	T1 Partner network development																					
8	T2 Solving the legal issues																					
20	T4 Ensuring user participation																					
21	4.1User feedback																					
29	4.2 User contribution																					
32	4.3Review website																					
35	T5Organisation & legal considerations																					
36	5.1Work programme																					
44	5.6 Business plan validation																					
15	T3Review of functional specifications																					
51	WP2Business Development																					
76	T6Full partner organisational structure																					
60	T3 Fund raising plan																					
64	T4Execution of Partner Development programme																					
73	T5Policy portfolio																					
53	T2Business plan 2010-2015 consolidation																					
79	T7Contract & partnership agreement																					
82	T8 Partner content delivery plan																					
97	T11Service plan 1 & 2																					
94	T10Plan for new contents & new partners																					
91	T9Content distribution plan																					
100	WP3Further Specification of Functionality and Interoperability																					
102	T2WP contribution organisation																					
105	T3Review of EDLnet D2.5																					
107	T4Technology watch																					
111	T6 Incorporate changes																					
117	T7 Recommendations for changes object & semantic models and architecture																					
123	T8 Functional specifications																					
127	T9OAI-PMH infrastructure																					
130	T10 Review each release																					
135	T11 Recommendations for work over next 3 years																					
138	WP4Building Europeana																					
147	T5Europeana test & research environment																					
151	T6Ingest content in Europeana prototype																					
141	T3Infrastructure for hosting																					
143	T4V1.0 implementation & opening of full service																					
159	T9 Releases plan																					
163	T10 Releases																					
168	T12 Review website																					









4.6 Success indicators

[This section should describe specific measures and indicators and quantified targets against which the progress of the project towards the achievement of its objectives and its expected results can be measured. Intermediate targets should be set in order to be able to measure progress/success over consecutive periods of 1 year.]

Indicators	Expected Progress		
	Year 1	Year 2	Year 3
Number of network members	100	140	150
Number of associate network members	5	10	15
Number of network members contributing content	75	110	120
Number of people receiving the newsletter	1000	1500	2000
Number of participants in the events organised by the Thematic	250	250	250
Releases of Europeana [4 in all]		1	3
Organisations contributing content through aggregators		400	450
Amount of fully digitised content in Europeana: digitised items		6 million	10 million
Numbers of API's or mash ups in use		1	10

5. *Project management*

[This section should describe the envisaged management structure, the means for communicating within the consortium, for monitoring work progress, for assuring quality and resolving conflicts. It should be coherent with the summary information provided in the corresponding work package description.]

5.1. Project Management Structure and Responsibilities

There will be 2 levels of governance for the project, with **the Network Advisory Board (NAB)** being the advisory and political body and the **Network Management Board (NMB)** as the executive group notwithstanding the fact that only the coordinator has contractual responsibility for the network. The **Thematic Network Partner Group (TNPG)** is responsible for peopling the work groups and for ensuring agreement and dissemination of the work undertaken in the work packages. All will be co-ordinated by the EDL Foundation Office, under the direction of the Director of the EDL Foundation Office in the KB. The thematic network partner group's cohesion will be maintained by means of a quarterly newsletter. The Thematic Network Partner Group envisages modest expansion during the lifetime of the network and will add new members throughout the 36 months.

In addition to facilitate the wider coordination necessary for projects such as EDLocal, Athena, EPA and EFG and others looking to contribute development and content to Europeana there will be a 6 monthly meeting of a body known as the Cluster Steering Group. The Cluster Steering Group will consist of the Europeana v1.0 Network Management Board plus the coordinators of these projects and others in the Europeana cluster.

The project is self-organised along Prince II methodological lines so broken down into discrete Work packages and work groups responsible for specific tasks.

Led by the EDL Foundation Office, WP 6 provides the management, co-ordination and residual evaluation activities and the leadership and monitoring activities necessary in an extensive action of this kind. It will ensure the technical and legal compliance of the consortium in its contract with the Commission; manage overall the finances of the project; ensure that the consortium is effectively managed and coordinated internally in order to optimise its performance, meet its objectives and produce its agreed deliverables; assure overall the quality of the work of the consortium and the fitness for purpose of its deliverables.

The EDL Foundation Office will work under the general policy oversight of the EDL Foundation. The management arrangements in Europeana v1.0 (together with the project plan) aim to provide a safe, effective and flexible environment for the activities of the network. The coordinator and many of the network members have worked together before so the network benefits from (but does not rely only on) good personal relationships from the outset. The plan reflects the need both for formal structure and for a responsive and less formal way of working at operational level.

The EDL Foundation Office undertakes the financial coordination and the administrative coordination including:

1. Maintaining oversight of the project's finances within the accounting system of the KB, receiving income from the Commission and paying it out to subcontractors and network members;
2. Formally submitting deliverables and other project reports and official communications to the Commission (once agreed by the project manager and workpackage leader)
3. Submitting cost claims and dealing with matters arising
4. Cash flow management
5. Provision of an audit certificate
6. After the end of the project, archiving the necessary project records for the period required by the Commission.
7. Organising the 2 plenary meetings of the network's partner group
8. Organising the meetings of the Steering Group and Project Management Board
9. Letting of sub-contracts
10. Network membership issues
11. Preparing the agendas and minutes for all meetings of the Europeana NMB
12. Ensuring that overall documentation of the project is available and meets stakeholders' needs

13. Represent the network at peer reviews
14. Draft and maintain the network agreement
15. Monitor progress against the Europeana network project plan and the project plans of related activities, including especially the Europeana BPN.
16. Oversee the work of the appraisal group
17. Oversee the production of performance indicator data.

The EDL Foundation Office will produce an overall monitoring plan for the project in Month 1 so that systems are put in place from the outset to collect required information for essential reports. Although administrative and other reporting to the Commission will be on a 6 monthly basis, progress will be monitored with “shadow” reports at 3 monthly intervals to allow adequate management and oversight. The shadow reports will be in the format of templates which reflect the reporting requirements of the eContentplus programme.

Groups of Stakeholders and Network Governance

Thematic Network Partner Group (TNPG)

To deliver the Europeana network there is a group of network members and associate members who make up the Thematic Network Partner Group (TNPG) The TNPG is not an executive body. The TNPG is seen to be a cascade network, with each member of the network able to access many more organisations through their own networks. The **Thematic Network Partner Group (TNPG)** is responsible for peopling the work groups and for ensuring agreement and dissemination of the work under taken in the work packages. Many of the network members and associate members are carried over from EDLnet. Many of the members are also members of the EDL Foundations or of organisations belonging to the Foundation.

The TNPG will cover all 4 domains and related activities such as publishing, and seeks to have a strong European representation at the top level of the domains, in the form of pan-European associations of museums, archives, audio-visual archives and libraries. Where this representation does not exist at European level or is incipient, strong national organisations have been invited to take part.

As a member of the Europeana v1.0 network, the coordinator and some other members of the EuropeanaConnect BPN will be members of the TNPG.

The plenary Thematic Network Partner Group will be chaired by a person nominated by the coordinator. Two plenary meetings are envisaged. Otherwise meetings will be themed within work packages. The plenary partner group’s cohesion will be maintained by means of a quarterly newsletter and 6 monthly webinars. The Thematic Network Partner Group envisages expansion during the lifetime of the network and will add new members and associate members throughout the life of the network. Some lessons learnt from the first Europeana (EDLnet) network will be deployed, with more effort being put into make the cascade work. EDL Foundation members will be asked to be partners in the Network and to contribute more actively to making their member organisations aware of the work and requirements of Europeana. The employment of a Business Development Director and Managers by the EDL Foundation will also ensure that more personal contact can be developed and maintained with some of the less active organisations.

The TNPG is one of the ways of achieving buy-in to the aims and activities of the network and of the EDL Foundation.

Network Advisory Board

There will be a Network Advisory Board to advise and give political support. This Network Advisory Board will be made up of the EDL Foundation Executive Committee. Items will be tabled as required at the regular meetings of the EDL Foundation Executive Committee or be otherwise dealt with according to its normal procedures.

Network Management Board

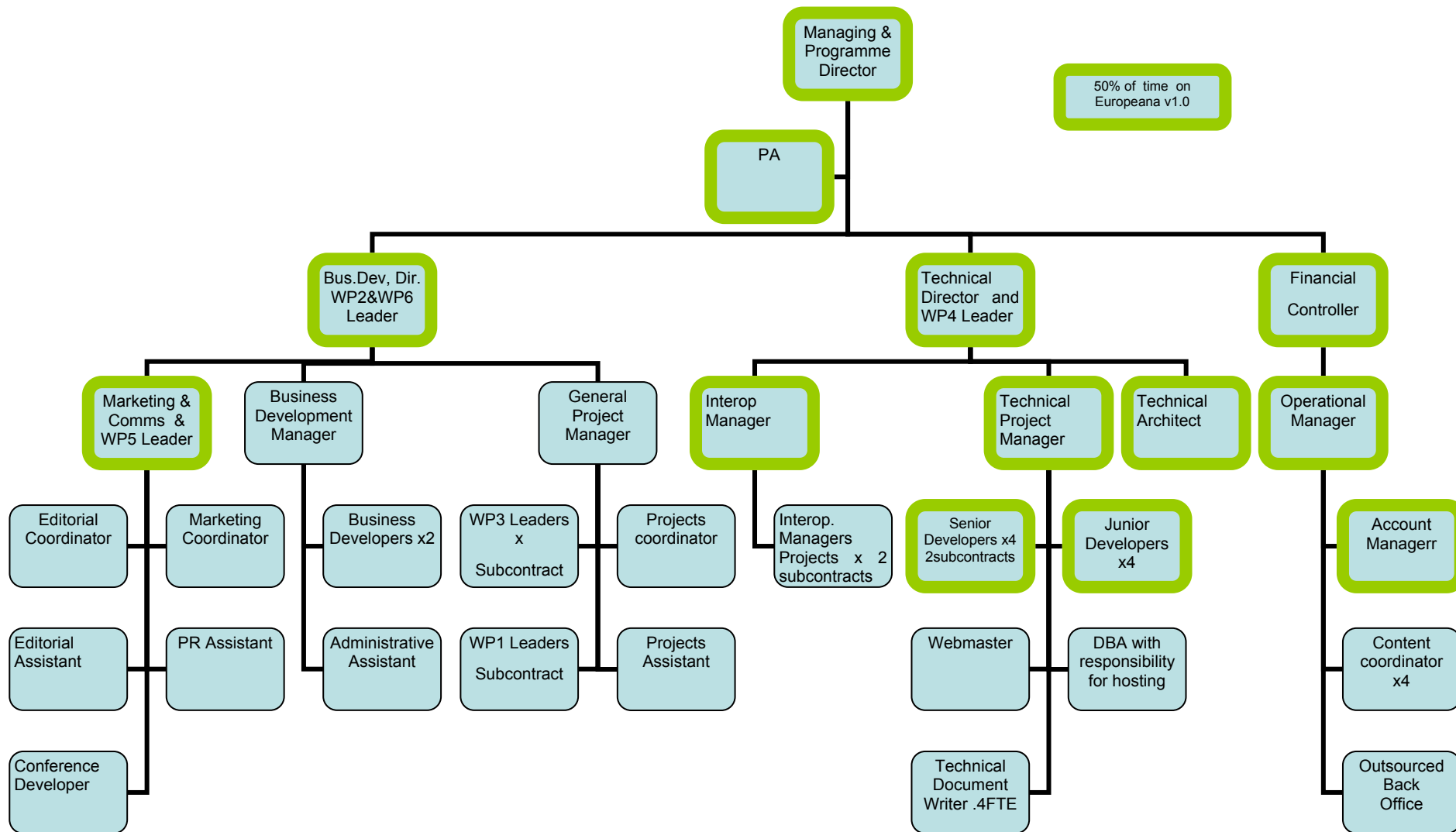
At executive level there will be a Network Management Board made up of Work package leaders and chaired by the Executive Director of the EDL Foundation Office. The relationship with the EuropeanaConnect BPN is a crucial one for Europeana v1.0 and significant effort will go into establishing good coordination between the two networks. For this reason, the coordinator of EuropeanaConnect will also be a member of the NMB. This group will be responsible for overseeing the project. The Network Management Board will meet physically at least every 6 months starting in month one and be responsible for interim decision making on behalf of the Thematic Network Partner Group. It will coordinate and oversee the work of the network at operational level. The Executive Director of the EDL Foundation Office will also hold monthly or bi-monthly web conference meetings with the Network Management Board to decide upon any exceptions to the agreed project plan and to check all work packages are on schedule. There will be a standing agenda and meetings will not take longer than 2 hours.

The Cluster Steering Group

The Cluster Steering Group will consist of the Europeana v1.0 Network Management Board plus the coordinators of other projects in the Europeana cluster. Membership will depend partly on what is selected for funding. Its role is to keep personal communications channels open and to raise and solve issues relating to the timing and interaction of projects in the cluster. It will meet at 6 monthly intervals in months 1,7,13,19,25,31.

EDL Foundation Office

The EDL Foundation Office is the executive arm of the network. Building on the knowledge and expertise of individuals in The European Library Office and the EDLnet Office, a separate EDL Foundation Office will be created and additional staff will be employed. The plan is explained in the organogram below:



Work Package Leaders

Objectives: Each Work Package is led by a Work Package Leader who is responsible for overseeing the Work Package activities and for reporting to the Executive Board and the Project Manager.

Responsibilities: For each Work Package within its remit, its Work Package Leader will:

- monitor progress towards the deliverables defined in the work plan and ensure that the deadlines for milestones are met;
- be responsible for the performance of the Work Package and guarantee accomplishment of the objectives;
- provide regularly reports, control the quality and the schedule of work;
- identify Work Package level risks, track them, and propose corrective actions in the event of problems;
- allocate Work Package resources among the members of the Work Package and between deliverables;
- maintain a document cache within the arrangements made for the network as a whole, including minutes of the Work Package Meetings.
- Recommendations for changes to the schedule for deliverables or Work Package resourcing will be submitted to the Executive Board, of which all the Work Package Leaders are members.
- Work Packages leaders will convene physical, Skype or teleconference meetings of their Work Package participants when necessary and in consultation with the Project Coordinator.

Working groups

Three of the Work Packages will have active work groups:

Work Package 1 will have a work group [WG1] selected from the Thematic Network Partner Group solving the organisational and governance issues of Europeana, with a User subgroup [WG1.1. Users] concentrating on user research issues. The role of WG1 is to discuss and resolve all issues relating to the organisation of the operational service and to be the guardian of user versus stakeholder needs. The Work Package will be led by external WP Leaders with experience in the different aspects of business organisation and user integration with internal EDL Foundation Office leadership from the Business Development Director. Many of the decisions made by this work group will be implemented under WP2, Business Development. The subgroup will be made up of a small cross section of individuals from the larger workgroup, who are interested in the issues of usability. This sub group will under market research, executed by external companies and coordinated by the EDL Foundation Office. The User Subgroup will report results to the whole WP1 work group when necessary to help informed decision making.

- Work Package 3 will have work group again culled from the Thematic Network Partner Group with a series of sub groups tasked with specific work and deliverables. The work group is responsible for understanding, communicating and achieving consensus on issues of a technical nature. Its role is to reinforce the development of standards and interoperability. The subgroups of WG 3.1 Object Model and Metadata, WG 3.2 Semantic and multilingual aspects, WG 3.3 Architecture and components, interaction external instances will be small and composed dynamically in order to deal with the following 6 areas:
- Object Model
- Metadata
- Semantic aspects
- Multilingual aspects
- Architecture and components
- Interaction with external instances

There will be individual subcontractors responsible for each of these areas.

In addition to network partners the intention is to invite external experts European and international experts who have similar experiences or particular expertise in cross domain interoperability. Examples of such high level experts include Daniel Pitti (EAD), Herbert van de Sompel (OAI ORE), Martin Doerr (CRM CIDOC) or Lorcan Dempsey (OCLC WorldCat), Andy Powell (Service Models).

WP5 will coordinate a small internal working group, Working Group 5, called the Europeana Cluster Dissemination Working Group focusing on dissemination collaboration between the various networks under

eContentPlus but most particularly with EuropeanaConnect and any of the other projects in which the EDL Foundation is a partner. Its role is to ensure good communication between these networks and to maximise opportunities for dissemination. Members of the Thematic Network Partners Group who are interested and able to help build the dissemination messages in their domains or countries may also be invited to contribute to the work of this group.

Appraisal Group

Objectives: The Appraisal Group will consist of the Project Coordinator and the other members of the Network Management Board. The Appraisal Group will quality control the project deliverables. Review of technical deliverables (software) is not in the remit of this group. This is the responsibility of WP3 as described under task 10.

Responsibilities:

- appropriate (non-technical) deliverables will be sent to the group for review and appraisal;
- comments of the groups will be taken into account when finalising project deliverables.

Members of the Appraisal Group will not comment on deliverables for which they are responsible. Disagreements will be resolved by negotiation or by a majority verdict as last resort. The group will communicate via email or other electronic means of the communications. If necessary, the group will hold Skype or teleconference meetings. No physical meetings of this group are foreseen.

User advisory board

On launch in M18 Europeana will set up a cross domain user advisory board. Its role will be as the voice of the user for all new developments and to help prioritise what is important to the user. They will be a group of invited, committed individuals who can act as a sounding board for future development. It will be a small group of 12 individuals aiming to meet once in the lifetime of the project and to communicate via a web forum.

Quality Assurance

The Quality methodologies and procedures applied will be in line with standard Quality Assurance procedures. In particular they will refer to:

- organisation of the working team,
- roles and responsibilities of each participant,
- control actions planned,
- time schedules.

Requirement specifications and quality objectives will be clearly defined and documented. Responsibilities and authorities will be clearly defined. The work programme allocates clear, single-organisation, responsibility for each task. Development, quality, testing, configuration, acceptance and maintenance plans will be defined and controlled. Agreed definitions of procedures for acceptance and quality control will be established. Appropriate tools for planning, monitoring and progress reporting will be used. For reporting a standard tool will be selected.

Quality control of deliverables and certain milestones will be undertaken and the Appraisal Group. Appropriate deliverables (and in some case, milestones) will be sent to this group for review and appraisal and their comments will be taken into account in finalising the deliverables. Members of the Appraisal Group will not comment on deliverables for which they are responsible. Disagreements will be resolved by negotiation or by a majority verdict as a last resort.

6.2. Internal communication mechanisms for project management

Good communication will be at the heart of the network. Email lists will be established for specific groups of network members as required for good management and all project documents will be available to download from the network's website. Other project management tools will be used as required, including teleconferencing. Ensuring good communication (outwards to network members) is the responsibility of WP5. It will be the responsibility of all network members to respond to reasonable requests in a timely manner and to complete their reporting obligations as detailed in the network agreement.

The key project management communication activities, in summary are:

- Workpackage meetings both physical and virtual
- Work group meetings both physical and virtual
- Thematic network partner group meetings and quarterly newsletters

- Network Management Board meetings both physical and virtual and associated documentation
- Cluster Steering Group meetings

6. Description of consortium and key personnel

6.1 Description of partners and key personnel

[This section should describe each consortium partner and their role in the project, highlight their specific expertise for the project and indicate the key personnel (brief CV) foreseen to work on the project.]

Stichting European Digital Library (EDL Foundation), NL

The Stichting European Digital Library (EDL Foundation) is a cross domain foundation, under Dutch law, set up for the purpose of fostering collaboration between Museums, Archives, Libraries and Audiovisual Collections in Europe. It aims to provide access to Europe's cultural heritage by facilitating formal agreement across museums, archives, audio-visual archives and libraries on how to cooperate in the delivery and sustainability of a joint portal. It also provides a legal framework for use by EU funded projects to bring their research or content into the Europeana.

Its current Board of Participants is made up of pan-European Associations from the 4 sectors able to represent and mobilize their members to contribute and form part of EU funded projects aimed at realizing a European Digital Library. These are EURBICA, FIAT, ACE, EMF, ICOM Europe, CENL, CERL, LIBER, MICHAEL, the Koninklijke Bibliotheek, INA, the Bundesarchiv and the Bibliothèque nationale de France. The Board of Participants has elected an Executive Committee which is responsible for making decisions on behalf of the Board of Participants and for the legal and financial running of the Foundation.

EDL Foundation is the proposer for Europeana v1.0

Key personnel

Jill Cousins is Director of The European Library and Executive Director of the EDL Foundation. She took over from the TEL project and created the operational service [The European Library](#). The success so far of this service has led to the European Union giving their strategic backing to The European Library for the creation of the European Digital Library. She has a strong web publishing background, having worked for VNU as their European Business Development Director and then transferred the lessons learnt from commercial business-to-business publishing to scholarly publishing working for Blackwell Publishing and several other academic publishers in the UK. Prior to a publishing career, she worked in the online environment for many years, first as a researcher with her own company specialising in providing business information to large corporate companies. The company still exists 20 years later, owned by Thomson Financial and known as Thomson First Contact. After selling this company Jill worked as the Marketing Director for Online Information. She has been involved in several international publishing industry bodies aimed at achieving this, such as CrossRef and COUNTER. Now combining the skills of web publishing, marketing, research knowledge and business development she heads the growing www.TheEuropeanLibrary.org and www.europeana.eu. Jill holds a Geography degree and a Ph.D in 16th Century Arabic and Turkish Sea Charts.

Catherine Lupovici has many years of experience in digital libraries, being Director of the Digital Library Department at the Bibliothèque nationale de France (BnF) prior to joining the EDL Net Office. Catherine was involved in the development of the Web archiving new services in the BnF, in the development of the trusted digital repository and in the contribution of BnF to the definition of what a European Digital Library might be through the Europeana maquette and prototype as well as in the Gallica online digital library <http://gallica.bnf.fr/>.

After her masters in librarianship Catherine became Director of the Académie nationale de Médecine Library for five years. She was then in charge of the organisation of the French Academic libraries cooperative network including the cooperative acquisition policies and union catalogues in the Ministry of Education Library office. She worked after in Jouve SA French printed company involved in data capture and electronic publishing where she led several European Research and Development projects bringing together libraries,

publishers and research laboratories specialised in information technologies. Catherine has a degree in Physics and Chemistry and loves the history of sciences

Julie Verleyen **Julie Verleyen**, Manager of the Technical Team of The European Library and European Digital Library Office, The Netherlands.

She studied in France at the universities of Lille and Grenoble where she graduated in cell biology and physiology in 2001. She focused her interest on bioinformatics and took a degree in computer science in 2002. After a work experience in software development and molecular modelling in the biotechnology industry (2003), she moved to the Netherlands and started at The European Library office as programmer and technical assistant. Since the beginning of The European Library as a service Julie was involved in all technical and managerial processes aiming at specifying, building and testing the portal, incorporating the collections, developing and maintaining the central index and providing support to partners for the technical areas. She took part in all projects associated with The European Library: [TEL-ME-MOR](#), [EDLproject](#), [TELplus](#). Julie became responsible of the Office's development team in July 2007 and coordinates all programming and technical activities, including those related to the creation of the Europeana prototype, in the context of the [EDLnet](#) project.

Dr. Stefan Gradmann, Professor of Library and Information Science at Humboldt-University in Berlin with a focus on knowledge management and semantics based operations. He studied Greek, philosophy and German literature in Paris and Freiburg (Brsg.) and received a Ph.D in Freiburg in 1986. After additional training in scientific librarianship (Cologne, 1987-1988) he worked as scientific librarian at the State and University Library in Hamburg from 1988-1992. From 1992-1997 he was the director of the GBV Library Network. 1997-2000 he was employed by Pica B.V. in Leiden as product manager and senior consultant. From 2000 to March 2008, he was Deputy Director of the University of Hamburg Regional Computing Center. He was the Project Director of the GAP (German Academic Publishers) Project of the German Research Association and technical co-ordinator of the EC funded FIGARO project. Stefan has numerous European and international contacts in the areas of open access publishing and humanities computing. He was an international advisor for the ACLS Commission on Cyberinfrastructure for the Humanities and Social Sciences and as such has contributed to the report "Our Cultural Commonwealth" (<http://www.acls.org/cyberinfrastructure/OurCulturalCommonwealth.pdf>) Stefan currently is heavily involved in building Europeana, the European Digital Library, and more specifically is leading WP2 on technical and semantic interoperability as part of the EDLnet project.

Makx Dekkers (Rotterdam, 1954) has extensive experience in information technology, standardisation and international co-operation.

The main areas of his activities are development, standardisation and application of solutions for information management and exchange with emphasis on interoperability from both a strategic as well as a technical perspective. His current activities and assignments include: Managing Director of the Dublin Core Metadata Initiative (<http://dublincore.org/>), a global organisation defining and maintaining one of the main cross-domain metadata standards for the Web; Workpackage leader Technical and Semantic Interoperability in EDLnet, a European project building the European Digital Library (<http://www.europeana.eu/>); Team Leader of a project team at the European Standardisation Committee (CEN) on sharing resources in eGovernment (<http://www.cen.eu/CENORM/sectors/sectors/isss/workshops/wsegovshare.asp>).

In recent years, his work has focused on interoperability for cultural heritage, eGovernment and Public Sector Information. This included involvement in European standardisation activities in this area at CEN, in projects funded by the European Commission and in national activities in several countries in Europe.

Previously, he worked in management positions at Pica, centre for library automation in the Netherlands and at the management consultancy department of PricewaterhouseCoopers in the Netherlands and Luxembourg.

Makx has the nationality of the Netherlands and lives and works in Barcelona, Spain.

May 2008

Carlo Meghini In more than two decades of work as researcher at ISTI, he has published more than 50 papers in international conferences and journals in the area of information systems. Since the beginning of the 90's, he is doing research on multimedia information retrieval, contributing the Multimedia Information Retrieval Model entry to the Encyclopedia of Database Systems based on an article published on the Journal of the ACM. In the last 10 years, he focused on Digital Libraries, publishing in major conferences and journals both on practical and theoretical aspects of Digital Libraries. He has been a task leader on

information access in the DELOS Network of Excellence in Digital Libraries, and a contributor to the DELOS Reference Model. He has been deputy director of the foundations of the BRICKS Project, an FP6 Integrated Project aiming at developing a distributed Digital Library Management System. He is presently Stream Director in the CASPAR Project, an FP6 Integrated Project aiming at researching and developing components for the preservation of digital information based on the OAIS model. From July 2006, he is the Leader of the Technical Work Group 2.3 of the EDLnet Thematic Network. For more information: <http://www.nmis.isti.cnr.it/meghini/>

Nicola Aloia Since 1973 he has been doing research at ISTI in the area of Information Systems. More specifically, he has been working in the area of database design, distributed database management systems, office information systems, object oriented databases, web based information systems, Digital Libraries. He has participated in several projects both National (including the Progetto Finalizzato Informatica I and II, funded by the Italian National Research Council) and International (including the ESPRIT FIDE-Basic Research Action 6309, MULTOS e COMMANDOS). From 1997 to 2005 he leads the Web-based Information System (WIS) group at ISTI. Among the WIS group activities, the design and implementation of a huge Public Access Web Information System (PAWIS) for the Italian Ministry of Environment. From 2005 he was a member of the "Core-Development Team" of the BRICKS project, coordinating the design and development of the Collection Manager and the Query Mediator components. From November 2007 he is participating in EDLnet Technical Architecture work group (WG2.3). He published more than 60 papers on national and international journals and conferences.

Mel Collier Mel Collier is Chief Librarian at the Catholic University of Leuven, Belgium and formerly Director of Library and Information Services at Tilburg University in the Netherlands. Until 2006 he was also Research Professor at the University of Northumbria and he is an independent consultant. Formerly he was Director of Strategic and Operational Planning at Dawson Holdings PLC. Prior to that he was Head of Division of Learning Development at De Montfort University, responsible for libraries, information technology and educational development. His previous career was in academic libraries in universities and polytechnics. He has a degree in Arabic, speaks French and Dutch and has a working knowledge of German.

Since the early seventies he has been active in research into the applications of information technology to information services. He has directed or participated in several major national and European research projects, including EDLnet, TEL, ELISE, and ELSA. He has written and collaborated in numerous research reports, edited works and journal articles. He has served on a number of professional, national and international bodies including JISC and the Library and Information Commission. He was chairman of the Library and Information Advisory Committee of the British Council. In 2006 he was awarded an honorary Doctor of Letters by the University of Strathclyde.

Daniel Teruggi studied Physics, composition and piano in Argentina. In 1977 he came to France to study at the Paris Conservatory. In 1981, he began working at INA (National Audiovisual Institute), at the Groupe de Recherches Musicales (GRM). In 1997 he became Director of the Groupe de Recherches Musicales.

Since October 2001 he directs the Research and Experimentation Department in INA.

PhD in Art and Technology in the Paris VIII University. He teaches Sound and Visual Arts, at the Paris I Sorbonne University. He is director of a Seminar on new technology applied to Musical analysis at the Paris IV University.

He has developed an important activity as composer and researcher, mainly on the relations between creation and technology and on the problematics related to sound perception.

Appendices

Financing Plan

[This section should indicate how the participating organisation(s) intend to provide co-financing for their project proposal. This co-financing can be in the form of own resources, financial transfers from third parties or revenues generated by the project.]

Applicant Short Name	Source of funding (Amounts in euros)				Total
	Contribution from own resources	Contribution by other organisation*	Direct revenues expected from the project**	Contribution requested from the Commission	
Europeana v1.0	0	0	0	6,696,494	6,696,494

Please provide details if applicants are expecting contributions by other organisations or any direct revenues from the project.

Applicant Short Name	*Details on contributions by other organisations	**Details on direct revenues expected from the project

Background and reference documents

[Any additional and relevant information on the partners or the proposal that could be of value for the evaluators of the proposal (e.g. studies/reports, specific information or references on the technology applied, etc.)]

Thematic Network Members

30 A2 forms are submitted with this proposal as listed below of the more than 80 we have in our hands. Many of the proposed Europeana v1.0 members are currently members of EDLnet. They are a mixture of pan-European associations, national institutions and individual public bodies from the four domains.

Europeana v1.0 will engage with the thousands of libraries, museums and archives with digital content through the associations which represent them. The sectors to be engaged by Europeana v1.0 are:

- Libraries
- Museums
- Archives
- Audio visual broadcasting and films
- Users
- Other projects and networks [for concertation]

[AT] AUSTRIA

Angewandte Informationstechnik Forschungsgesellschaft mbH- AIT is an Austrian software and research company that was founded in 1979 and is based in Graz, the capital of Styria, Austria. Research work is done primarily in the field of information management (e.g.: distributed databases, collection management, knowledge engineering). It is carried out within the EC (e.g. IST, Ten-Telecom etc.) action lines or on national and regional level. Among some of the research projects that AIT cooperated with or coordinated count MOSAIC (Museums Over States and virtual Culture; TEN-Telecom), COVAX (Contemporary Culture Virtual Archives in XML; IST-Programme) and DISMARC (DIScovering Music ARChives; eContent*Plus*). DISMARC is understood as the "audio-pillar" into The European Library - TEL framework.

At regional level AIT is the technical provider for the DIS project (Dokumentations- und InformationsService), where a virtual content catalogue for museums, archives, libraries and other content institutions is being created based on OAI technology and international standards (Dublin Core).

[BE] BELGIUM

The Royal Library of Belgium (KBR) is the National Library of the Belgian state. She was founded in 1837. Its history really started however with the Library of Burgundy, a collection of 900 manuscripts acquired in the 15th century by the dukes of Burgundy. Since 1966, under the Legal Deposit Law, the KBR has been charged with collecting and cataloguing every Belgian publication. The Royal Library of Belgium holds as well very rich patrimonial collections, such as Manuscripts, rare books, maps, engravings, etc. Through Europeana v1.0, the KBR finds a new way of unlocking its collections, and share its Heritage with the European citizen. The KBR is a partner in EDLnet.

Library of the Katholieke Universiteit Leuven is the oldest university in the Low Countries. It incorporates a network of 12 libraries with a staff of 175. The library's IT division provides services to over 20 institutions (universities, but also public libraries, archives, museums, polytechnics, research institutes and private firms) plus the provincial public library network of Flemish Brabant, and manages a union catalogue of over 3m records. The library is a member of LIBER and hosts the secretariat of the Flemish Association of Academic Libraries. It is also a member of the Belgian Conference of University Libraries. Eleven high schools (polytechnics) throughout Flanders make up the membership of the Association of K.U. Leuven and there is an active co-operation between their libraries on policy and service matters. Mel Collier [the University Librarian] is secretary of the Flemish association of university libraries and a member of LIBER. KUL has a large network of cooperating organisations (not just universities, but also public libraries, archives, museums, polytechnics, research institutes and private firms who take library systems and other IT facilities and support from our library IT division, LIBIS. The wider network is called LIBISnet. The K.U. Leuven is a partner in EDLnet.

[CY] CYPRUS

The Cyprus Library (Kypriakí Vivliothíke) dates back to 1927. The Library comprises the Central Library and the Children's Library. In the Central Library the total number of volumes exceeds 80,000 items, highlighted by a strong collection of Cypriot materials and the Children's Library has about 4,000 books, mainly in the Greek language. The Library is also a depository for UN documents. The library is a partner in the The European Library-ME-MOR project and is the country partner for Cyprus. The Cyprus Library is a partner in EDLnet.

[EE] ESTONIA

The National Library of Estonia (Eesti Rahvusraamatukogu) is a legal entity in public law which operates pursuant to the National Library of Estonia Act. It is a national library collecting, storing and making publicly accessible items published in Estonia, in Estonian, or about Estonia, regardless of their place of publication, and maintaining the State database for a national bibliography of Estonian documents.

It is also among other things the national centre for statistics on book publishing and Estonian libraries; the national ISBN, ISMN and ISSN agency; a parliamentary library providing information services to the Parliament (Riigikogu), the Government, to government institutions and the Office of the President; a research library for the Humanities and Social Sciences providing information for research activities and offering a wide range of information services.

The library has participated in numerous European cooperation initiatives, leading the dissemination work package in the TEL-ME-MOR project and coordinating the TELplus project. National Library of Estonia is also a member of the EDLnet thematic network.

[FR] FRANCE

The **Association des Cinémathèques Européennes (ACE)** is an affiliation of over 30 national and regional preservation film archives from all over Europe. Its joint role is to protect the European film heritage and to assure that the audio-visual records of our century survive to be enjoyed and studied for generations to come. ACE has participated in numerous European projects regarding film archiving and preservation and training for audiovisual professionals. The beginning was made with the project LUMIERE funded by MEDIA I, followed by ARCHIMEDIA funded by MEDIA II. ACE also received grants from RAPHAEL for the continued support of a search for lost European films; from CALEIDOSCOPE for the technical research project All the Colours of the World (the restoration of silent film colouring systems); and from LEONARDO for the Internet project *Film Archives Online*. ACE represents film archives and audio-visual media in the network. The project EFG – The European Film Gateway has been successfully submitted as a Best Practice Network under the eContentplus programme in 2007. It is currently under negotiation and expected to start in September 2008. Claudia Dillmann, president of ACE is also a member of the High Level Expert Group on Digital Libraries and is a member of the executive group of EDL Foundation. ACE is a partner in EDLnet and part of the Board of Participants of EDL Foundation.

With a history spanning 7 centuries, the **National Library of France** (Bibliothèque Nationale de France) is one of the most prestigious cultural institutions in the country. Its mission is to collect, preserve and make publicly available the national output of print and electronic editions. It is a leading organisation in research in these fields and has collaborated in numerous projects nationally and internationally. Its collections develop through legal deposit, donations and international exchanges. A number of electronic resources can be consulted on site (CD Roms, databases, online journals and the digital library). The latter is called Gallica and opened to the general public around the world since 1997. It serves as a digital encyclopaedia and consists of: printed materials (books, journals, newspapers, printed music, and other documents), graphic [52001] Annex 1 49 of 55 Version of 15/06/2007 material (engravings, maps, photographs, and others), and sound recordings. BnF is the country partner for France in EDLnet.

Since the creation in 1974 **L'institut national de l'audiovisuel (INA)** has been carrying out the conservation, research and training which has made it a precursor and world leader in archiving, digitisation, and safeguarding of audiovisual assets, as well as the technological innovation relating to these two domains. INA is one of the largest archive center in the world. As experts in the conservation and digitisation of radio and television archives, INA diagnoses, carries out technical and documentary audits, advises and supports firms and institutions wishing to get involved in the safeguarding of their audiovisual heritage or to establish a legal radio and television depositary. INA is a partner in EDLnet and a member on the Board of participant for EDL Foundation.

GERMANY [DE]

The **Deutsche Nationalbibliothek (German National Library)** is the central archival library and national bibliographic centre for the Federal Republic of Germany. Its task, unique in Germany, is to collect, permanently archive, comprehensively document and record bibliographically without gap all German and German-language publications from 1913 on, foreign publications about Germany, translations of German works, and the works of German-speaking emigrants published abroad between 1933 and 1945, and to make them available to the public. The German National Library maintains co-operative external relations on the national and international level. For example, it is the leading partner in developing and maintaining rules and standards in Germany and plays a significant role in the development of international standards.

The DNB was a founding partner of The European Library and was involved in all subsequent projects, e.g. TEL-ME-MOR, TELplus, EDLproject, EDLnet etc, partly as coordinator.

Elisabeth Niggemann, Director General of DNB, is chair of the Conference of European National Librarians (CENL), chair of the EDL Foundation and a member of the European Commission's High Level Expert Group on Digital Libraries.

The **Bibliotheksservice-Zentrum Baden-Württemberg (BSZ)** runs one of the union catalogues in Germany covering the federal states of Baden-Wuerttemberg, Sachsen, Saarland and Rheinland-Pfalz with about 1000 participating scholarly libraries and about 12 Mio. bibliographic records of scholarly libraries. Beside the union catalogue the BSZ offers several services to these academic libraries: running servers for the local systems of about fifty libraries; the digital library with several online services enriching the catalogue entries. Furthermore the BSZ is ASP for museums in Germany and does online services for the state archives of Baden-Württemberg, too.

From 2001 to 2007 the BSZ contributed to and coordinated the BAM project, which was financed by the German Research Foundation. This project is now maintained by a consortium coordinated by the BSZ. The

joint internet portal for libraries, archives, and museums (BAM: Bibliotheken, Archive, Museen) enables the user to search the data of libraries, archives, museums and other institutions simultaneously and to navigate from search results to respective digital representations of the special information systems. BSZ is also a partner in EDLnet.

Rundfunk Berlin-Brandenburg (Berlin-Brandenburg Broadcasting) is the organization responsible for public radio and television in the German federal states of Berlin and Brandenburg. RBB was created on 1 May 2003 from the merger of Sender Freies Berlin (SFB) and Ostdeutscher Rundfunk Brandenburg (ORB) – the latter based in Potsdam. It is a member of the consortium of German public broadcasters, ARD.

In addition to its main broadcasting centres in Berlin and Potsdam, RBB has regional studios in Cottbus, Frankfurt (Oder), Perleberg, and Prenzlau. RBB is also responsible for managing the ARD studio in Warsaw. The Potsdam broadcasting centre also houses the ARD Digital service.

DIMARC, of which RBB is one of the consortium members, collects metadata from participating archives, maps it to a DISMARC protocol and stores it securely. By browsing this 'metastore', users will be able to search all participating archives simultaneously.

[GR] GREECE

The **Veria Central Public Library** was founded as a local public authority in 1952, and is one of the major Greek Public Libraries, legally known as 'Central' since it serves the whole region of Central Macedonia including via bookmobile services. It comes administratively under the Ministry of Education but is also linked with a large network of cultural institutions.

Veria has participated in a number of EU funded operations. Veria was responsible for the development of a portal for all Greek Public Libraries funded by the National Information Society fund. Veria was Lead Partner in the LIGHT Operation, funded under Interreg III C East, the overall objective of which was to provide Public Libraries and other relevant institutions with a platform of cooperation, methodologies and know-how in using ICT to contribute to their regional development policies in the area of cultural heritage. Veria is a partner in EDLnet.

[IT] ITALY

Eremo srl (www.eremo.net) is an Italian SME specialised in project management in the Cultural Heritage sector at the national, European and international level. Eremo leads the dissemination workpackage and provides management input to TELplus and has a similar role in other projects in the Europeana cluster, providing consistency. The company has a long relationship with projects relating to TEL and the European Digital Library and works with DFI and ACE in the EFG project. It managed and provided dissemination expertise in the related EU-funded projects TEL-ME-MOR and EDL aimed at stimulating and facilitating the participation of all EU national libraries in TEL. It provides similar services to EDLnet and EFG [European Film Gateway]. Eremo staff and associates have extensive experience in project management in a European cultural context.

[LATVIA]

The National Library of Latvia is the largest research library in the country. Its mission is to facilitate the stable and ongoing development of the spiritual and intellectual abilities of the Latvian population, acting as the centre for development of the library system in Latvia, establishing collections of information resources, and providing information to various national programs. The Library participates in the implementation of various library-related programs in Latvia, does methodical and scientific researches, publishes bibliographic indexes and collected articles on book science and librarianship, enacts the initiative for a process of library standardisation, and participates in the work of international library organisations. The National Library of Latvia is very important in providing information to the institutions of state governance.

Since 2006 the National Library of Latvia has been engaged in the building of Latvian National Digital Library "Letonica". Digitising works at the Library started in 1999. At present the Digital Library holds digitised collections of newspapers, pictures, maps, books, sheet-music and audio recordings.

The National Library of Latvia is an active member of the international Bibliotheca Baltica network, supports Europeana building and participates in projects under acronym EDLnet, TELplus and EDLocal. The National Library of Latvia is regional content co-ordinator for Latvia in Europeana v.1.0.

[NL] NETHERLANDS

CENL, The Conference of European National Librarians is a foundation under Dutch law with the aim of increasing and reinforcing the role of national libraries in Europe, in particular in respect of their responsibilities for maintaining the national cultural heritage and ensuring the accessibility of knowledge in that field. Members of CENL are the national librarians of all Member States of the Council of Europe. The conference currently consists of 45 members from 43 European countries. Its members pay a subscription, exchange information, meet annually and work together on strategic issues of common interest. Various CENL members have been involved in successful EU projects under FP4, FP5 and FP6 including NEDLIB, BIBLINK, CoBRA, INTERPARTY, MALVINE, TEL (The European Library), TEL-ME-MOR and recently EDL (The European Digital Library). CENL is currently chaired by Elisabeth Niggemann, director of DNB and member of the High Level Expert Group.

The Nationaal Archief is the largest public archival institution in the Netherlands. It provides access to central government records and other historical sources from the Netherlands to a broad audience and has a legal duty to do so. It has longstanding experience managing and preserving paper records and has been involved in digital preservation since the beginning of the 1990s, for instance in European projects such as Planets and Digital Preservation Europe (DPE). It has a leading role in The Netherlands in implementing the EAD standard for converting word processor formatted finding aids, and puts great effort in promoting the EAD standard throughout the archival community in the Netherlands, thus facilitating userfriendly online publication of archival resources and their context.

The Nationaal Archief is a partner in EDLnet and is a member of the consortium of European national archives which is about to develop a European archival portal (APENET) within the European eContentplus programme. One of the main objectives of this new APENET project is to enable Europeana to harvest all European archival resources from one access point and as leader of workpackage 3 of this APENET project the Nationaal Archief is responsible for establishing its interoperability with the Europeana portal.

Founded in 1798, the **National Library of the Netherlands** was named *Koninklijke Bibliotheek* in 1806 and was declared the National Library in 1982. The main mission of the National Library of the Netherlands is to preserve and to give access to the national printed and written heritage. As a depository library the KB collects and preserves all publications that are issued by officially registered Dutch publishers, and in addition a good deal of Dutch grey literature. As a scholarly library the KB serves the academic community and individual scholars. The KB carries out special tasks relating to the national information infrastructure, library cooperation, library research and the application of technology in information systems. The National Library of The Netherlands is a founding member of EDLnet and acts as the country partner for The Netherlands. Wim van Drimmelen, Director General of the KB, is Secretary of the EDL Foundation.

The Netherlands Institute for Sound and Vision (SV) maintains and provides access to 70 per cent of the Dutch audio-visual heritage, comprising approximately 700,000 hours of television, radio, music and film, making SV one of the largest audiovisual archives in Europe. SV combines the highest professional standards concerning the release and storage of material, with easy access for its users, by using state of the art systems for asset management and storage. SV is the business archive of the national broadcasting corporations as well as a cultural heritage institute. SV has brought thousands of hours of archive footage on-line for educational use and also operates a facility for the general public, the Media Experience, which is visited by 200,000 people annually. In 2007, the seven-year Images for the Future programme was launched. The project will realise the digitisation of the Netherlands' audiovisual memory in a process whereby SV will conserve and digitise 17,500 hours of film, 124,000 hours of audio, 137,000 hours of video and 1.2 million photos. This material will be made available for (broadcast) professionals, education and the general public.

Sound and Vision is an experienced partner in National and European research projects and active in the following international organisations FIAT/IFTA, EBU and UNESCO. Current research projects include Video Active, COMMUNIA and the CATCH programme. Sound and Vision is a partner in EDLnet.

[NO] NORWAY

The **Norwegian Archive, Library and Museum Authority (ABM-utvikling)** was established on 1st January, 2003 following the merger of the Norwegian Directorate for Public Libraries, the Norwegian Museum Authority, and the National Office for Research Documentation, Academic and Special Libraries. ABM-utvikling is an advisory and executive organisation for the Ministry of Culture and Church Affairs on the specialist fields of archives, libraries and museums.

It is the task of ABM-utvikling to carry out active strategic development work for the

- co-ordination
- rationalization, and
- strengthening

of the archive, library and museum sector. The aim is to put the constituent sectors and individual institutions in a better position to solve the tasks that relate to their specialist subjects and to find ways of meeting the new challenges presented by society. ABM-utvikling participates in all of the tasks that involve the archives, libraries and museums, but it also works across the boundaries of the specialist fields and handles cross-ministerial joint initiatives relating to the archive, library and museum sector.

The **National Library of Norway** aims to be a multimedia centre of knowledge which already forms the core of the Norwegian Digital Library. It is the premier source of information about Norway, Norwegians and Norwegian culture, and it is Norway's main resource for the collection, archiving and distribution of Norwegian media. Its functions include establishing, preserving and making available a wide variety of collections. The National Library has unique collections that include film, music and theatre besides manuscripts and print media. The Norwegian Legal Deposit Act covers all types of media, including digital documents. Norwegian web sites are downloaded from the Norwegian top level domain of the World Wide Web and stored in the digital long term repository. At present, 40 million documents have been downloaded and stored. The NRK Norwegian radio historical archive has been digitized and stored. The National Library of Norway is a member of the EDLnet and acts as the country partner for Norway.

[PT] PORTUGAL

DGARQ (Direcção-Geral de Arquivos) is a Directorate General accountable for the planning and execution of national archival policy in Portugal. It is a mission of The Directorate-General of Portuguese Archives (DGARQ) to ensure that; the Public Administration produces and keeps documentation in order to supply proper and sufficient evidence of its activities, providing organisational responsibility and inheritance memory; the documents which hold archival value are classified and preserved as an essential of individual and collective memory, by a factor of national identity and a source of scientific investigation; the access to the archives is guaranteed without any discrimination, a proper requirement for the exercise of a responsible citizenship as well as a factor of democracy evolution. DGARQ is a partner in EDLnet.

The Instituto Superior Técnico (IST), with nearly 8,000 students and 600 Professors with a PhD, is the most important school of the Lisbon Technical University and the oldest and largest Portuguese school of engineering. Its mission is to contribute to the development of society by promoting a higher education of outstanding quality in the areas of Engineering, Science and Technology, at undergraduate and postgraduate levels, and by carrying out research and development activities in accordance with the highest international standards.

José Borbinha (PhD) is Associated Professor of the Computer Science and Engineering Department of IST and the leader of the Information Systems Group at the INESC-ID. He was director for Innovation and Development for the National Library of Portugal is the chair of the IEEE Technical Committee on Digital Libraries. He was member of the team that developed the first prototype of TEL, and has been involved in the following initiatives to further develop TEL (including satellite services such as DIGMAP) and cooperation with the Europeana.

[RO] ROMANIA

CIMEC is a national public institute for the documentation of cultural heritage, established in 1978. Among other things the institute's activities are to collect, process, develop and disseminate information concerning movable and immovable cultural heritage, theatre performances, cultural institutions, bibliographic records and cultural events; to maintain the national databases and other computerised cultural information resources; to develop tools for the collections documentation.

CIMEC is an institutional member of ICOM (International Council for Museums) and of CIDOC (International Documentation Committee for Museums), member of SIBMAS (Performing Arts International Association), of ELAG (European Library Automation Group). CIMEC is a partner in EDLnet.

[SK] SLOVAKIA

The Slovak National Library (SNK) is the national library of the Slovak Republic and the supreme state cultural, information-providing, scientific and educational institution in the area of librarianship, bibliography, literary museum, literary archives and biography. It is a part of the Library Network of the Slovak Republic, which organisationally forms a part of the State Information System. The Library Network of the Slovak Republic comprises scientific and research libraries, academic libraries, public libraries, school libraries and special libraries.

The fundamental mission of the Slovak National Library is to provide free access to information disseminated on all types of carriers *by using library and information services and information technologies, to build, preserve and make access to* library collections, archival collections and museum objects relating to

documentation of development of the Slovak literature, the book culture and arts, as well as the databases from these domains and thus to satisfy cultural, informational, scientific, research and educational needs of the people and to help them in their life-long learning, independent decision-making and intellectual development. SNK was a partner in TEL-ME-MOR project and is a partner in TELplus and EDLnet.

[ES] SPAIN

The Fundación Biblioteca Virtual Miguel de Cervantes is a non-profit foundation set up by the University of Alicante and the Banco Santander in collaboration with the Fundación Marcelino Botín in July 1999. It is an ambitious project of digital publication of the bibliographical, documental and critical heritage of the Spanish and Latin American culture.

The Miguel de Cervantes Digital Library is a bibliographical and documental fund which, throughout the use of new technologies, is freely available to the internet users with the aim of spread the most significant works and documents of this culture.

The Migeul de Cervantes Digital Library is a partner in EDLnet.

[SE] SWEDEN

The **International Association of Sound and Audiovisual Archives (IASA)** started it existens 1969 and has now about 450 members from more than 60 countries representing a broad palette of audiovisual archives and personal interests which are distinguished by their focus on particular subjects and areas. Collections may exist in many sound and moving image formats. IASA supports the exchange of information and fosters international co-operation between audiovisual archives and others interested in the field. A yearly conference gives members the opportunity to meet and discuss current and ongoing issues in the sound and moving image field. The Executive Board, elected once every three years, oversees the business of IASA. Sections and Committees are responsible for developing the work of IASA. They deal with specific areas and provide excellent opportunities for information exchange and discussion. The IASA publications scope from eBulletin, a journal to books on digitization and dissemination. IASA is a partner in EDLnet.

Luleå University of Technology, Sweden (LTU) is the northernmost university of technology within the European Union. The Faculty of Engineering and the Faculty of Arts and Sciences provide education and conduct research in about 60 divisions belonging to 13 departments. Internationally renowned research within engineering and technology is combined with subjects such as business administration, systems development, learning, social sciences, the health sciences, media, music, and drama. Research and education at the University are primarily applied and interdisciplinary in nature and in close co-operation with industry. LTU is a partner in many EU FP6 and FP7 projects.

The Computer and Systems Science Division at LTU specializes in research and education on information systems and the role of information- and communication systems in development and management of knowledge based organizations.

The university and the Computer and Systems Science Division provide the legal body for the Knowledge Management in Museums (the KMM) programme. KMM is one of the ongoing research and development programmes. The goal is to establish methods, tools and systems for public access to and learning from digital collections and repositories. Durable integrated solutions on the national and European level are sought for.

The Riksarkivet (the National Archives) is one of the oldest public agencies in Sweden, with a history leading back to the Middle Ages. Today, the National Archives is charged with the supervision of all public records in the agencies of the central Government, while delegating to the regional state archives the supervision of records generated by regional and local authorities. Its commission by law is to preserve, organise and care for the records in order to uphold the legal right of access to public records in the pursuit of justice, continuity of public administration, and facilitating of research. Since 2000 the National Archives have distributed a web based National Archival Database (NAD) with archival descriptions from a great number of Swedish archival institutions, both public and private. Nowadays is it possible also to link from many of these descriptions to the actual records in digital form. The National Archives has been (and still is) a partner in several EU framework projects, like EUAN, MINERVA (WP leader), LEAF, QVIZ and PROTAGE (coordinator), and is also a partner in EDLnet.

National Library of Sweden (Royal Library) collects, describes and preserves all Swedish printed materials according to deposit law since 1661 and makes it available to the public. It collects Swedish e-publications and started collecting web pages on a regular basis as early as 1997. As a research library within the humanities it has extensive older collections of printed books, manuscripts, pictures and maps. The Royal Library is a central library authority

with responsibility for coordinating Sweden's research libraries and for the Library Information System LIBRIS, a database with records representing about 300 Swedish libraries, and other central services. It is involved in digitisation, striving for cooperation with other libraries as well as with archives and museums. It was a partner in the EDL project. In EDLnet it acts as the country member for Sweden.

[UK] UNITED KINGDOM

The British Library (BL) is the national library of the United Kingdom and one of the world's greatest libraries. The collection includes 150 million items (manuscripts, maps, newspapers, magazines, prints and drawings, music scores, and patents). The BL serves business and industry, researchers, academics and students, in the UK and world-wide. Each year six million searches are generated by the British Library online catalogue and nearly 400,000 visit our Reading Rooms. Over 100 million items have been supplied to readers all over the world. The British Library is a partner in EDLnet.

The **Natural History Museum (NHM)** is one of the world's great museums, with over 3,300,000 visitors and 11,000,000 online visitors per year. The NHM is also an international leader in the scientific study of the natural world. NHM has a strong track-record in European Commission funded research and training. It currently leads the €13m EU I3 Programme SYNTHESYS project, which provides access and training in 20 natural history museums and herbaria (26,000 days in total to collections in 11 countries). NHM is currently in negotiation on nine FPVII projects across a range of research disciplines. In addition, NHM has led training networks and infrastructure projects in the last three frameworks; currently leads a FP6 RTN project, ORIGINS and is a partner in a further 15 live FP6-funded.

The NHM Library has the largest collection of natural history materials in the world, with over 1,000,000 books (from 1469 onwards), 25,000 journal titles, and 600,000 works of art. The NHM is committed to making its store of information freely available to as many people as possible. The NHM is a partner in EDLnet.